Glastonbury Landowners Association

Board Member Proxy Notification

I, James Trisdale

Give my proxy to Orland Sachtjen

For the GLA Board of Directors Meeting on March 12-04
date

signature

3-1-04
date

GLA 01596

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Proxy 3/1/04 GLA
meeting.

I James Kozlik give my
proxy to Janet Neclereo.

James Kozlik

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Notice of 2 Special Meetings

March 12, 2003 and March 20, 2004

NOTICE IS HEREBY GIVEN that 2 special meetings of the Board of Directors of the Glastonbury Landowners Association will be held on:

1) Friday, March 12, 2004, **7:30 p.m.**, at the Golden Ratio Woodworks cafeteria to prepare for the Master Plan Meeting of March 20.

2) Saturday, March 20, 2004, **10 a.m.** at Emigrant Hall with the Board and Landowners to discuss the proposed Master Plan.

By: Denise Orr
Denise M. Orr
Secretary

Dated March 7, 2004

Dear Board Members,

David requests that you review the enclosed proposed draft of the PVRC Bylaws prepared by our attorney, Jeremy J. LeFeber. He would like you to be aware that the reason that the PVRC Bylaws require that 2 out of the 5 directors of the PVRC Board must be GLA Board members is to insure that the GLA will always have a percentage of the vote in PVRC matters—this in turn will allow GLA to retain a degree of oversight concerning PVRC issues and also prevent a possible separation of the PVRC from the GLA in the future.

Please mark your copy with your suggested revisions or questions, etc., and bring them to the April Board meeting for discussion. Thank you.

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

April 5, 2004

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1. **Call to Order, Prayer**

The meeting was called to order by David Tonkin at 7:20 p.m., at Golden Ratio Woodworks. Edward gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Orlando Johnson, Charlotte Mizzi and James Trisdale (JT)

ABSENT: Edwin Johnson, Pamela May

PROXIES: Pamela May to Cynthia Blocker

ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Bookkeeper)

2. **Reading and Disposition of the Minutes General Business**

March 1, 2004

MOTION: Charlotte motioned and JT seconded to approve the March 1, 2004 meeting minutes as written. Motion carried.

3. **General Business**

3.1 Old Business

ACTION ITEM – 2004 Budget. The Board discussed in detail each item of the "Proposed 2004 Budget Revised" and made a number of revisions and deletions to the budget items and expenses. Discussions concerning how the GLA would acquire the additional funds need to balance the budget included writing to the landowners about the issue and asking for an increase in assessments and/or informing them that a 10% increase in assessments would be automatically imposed each year, as allowed by the Covenants.

MOTION: James Kozlik motioned and JT seconded to send our revised budget and a letter to landowners stating: (1) In order to meet the GLA 2004 Budget of $31,000, a $90 per year increase in assessments on property only will be required, and; (2) Information explaining what items/services would have to be removed from the GLA budget if the GLA were to only imposed an automatic 10% yearly increase in assessments.

MOTION: Orlando motioned and Charlotte seconded to table the above motion. Motion carried.

The Board agreed to discuss what action to take concerning the budget after the GLA receives from the Church approximately $15,000 owed to the GLA for the Master Plan. It also agreed to have a special meeting on Monday, April 19th, to further discuss and decide what action(s) should be taken concerning the budget issue.

ACTION ITEM – Replacement Director. Tabled.

ACTION ITEM – Send letter re: rabies shots for pets. Information concerning this new requirement will be included with the next mailing concerning paving/and or the Master Plan.

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Approved:05 03 04

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ACTION ITEM – GLA Sign (SG). David passed out a map showing potential locations for the sign. (See attached) The Board agreed to move the GLA sign to "Area B" on the map.

3.2 New Business. None.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

4.1.1 Old Business

ACTION ITEM – Write to Marlene LaShomb. **Done.**

4.1.2 New Business

Cynthia passed out (1) "March 2004 Bank Transactions"; (2) "GLA Balance Sheet As of March 31, 2004,"and; (3) "GLA Income & Expenses, March 2004." Cynthia will request that Clare add the "Year to Date" column and total on the latter document (#3) and will send copies to David and Denise.

Linda Ulrich's Waiver Request Concerning Past Due Penalties and Interest on Assessments for Lot 33-F (NG). Cynthia reported: (1) GLA recently received Linda's mailing address (it has not had it for several years) and Cynthia sent an invoice to Linda listing back due assessments and fees, etc; (2) Linda informed her that her land had been subdivided in 2002. (3) GLA was not aware of this subdivision until Linda's report, and; (4) Linda was requesting that the Board waive the penalties and interests of approximately $91.90 from her back due assessments. The Board discussed the complexities of Linda's situation regarding this issue.
MOTION: Charlotte motioned and Cynthia seconded to waive approx. $91.90 in penalties and interests on assessments owed by Linda Ulrich from 6/02 through 2004. Motion carried.

Cynthia to send Denise a copy of Linda Ulrich's waiver request and Cynthia's response to Linda on behalf of the Board.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business

ACTION ITEM – Status of Gelderloos shop construction. Tabled.
ACTION ITEM – Send sign notice to Rakela. **Done.**
ACTION ITEM – Send approval notice to May. **Done.**
ACTION ITEM – Send approval notice to Dieux-Bray. **Done.**
ACTION ITEM – Talk to attorney regarding subdivisions. **Done.** David reported that our attorney advised us to stay aware of subdivisions in Glastonbury.
ACTION ITEM – Status of Kletter Application to Move Home to Twin Pillars. David reported that Kletter withdrew his application.

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4.2.2 New Business

Construction and Subdivision Time Limits.

On January 12, 2004, the GLA Board established that the timeline for the completion of a construction project that GLA approves was one year (12 months). The Board discussed that the timeline established for the completion of subdivisions was 18 months and that it would be also be more practical to extend the timeline for construction projects to 18 months as well.
MOTION: Cynthia motioned and Edward seconded to change the twelve month timeline for the completion of construction projects (after GLA approval of a project) to eighteen months. Motion carried.

Lot 37-1B (SG)/ Pamela May's Application for Final Approval of Greenhouse Construction.

MOTION: Cynthia motioned and Charlotte seconded to grant final approval to Pamela May's greenhouse and to refund her $250 bond. Motion carried.

Lot 36-C (SG)/ Robert Wallace's Application for Final Approval of Home Construction:

MOTION: James Kozlik motioned and Edward Anderson seconded to give final approval to Robert Wallace's application for home construction on Lot 36-C (SG) and to transfer his $250 bond to his Lot 36-D (SG) application. Motion carried.

Lot 36-D (SG), Robert Wallace's Application for Preliminary Approval of Home Construction:

MOTION: JT motioned and James Kozlik seconded to approve Robert Wallace's home construction on Lot 36-D (SG). Motion carried.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business.

4.3.2 New Business. David discussed the following issues with the Board:
(1) At the March 21, 2004 Special Meeting for Landowners, GLA agreed to chip seal the North Glastonbury roads, including a 2-foot gravel layer.
(2) Since the above meeting, John Fanuzzi's contractor told David he would charge 35 cents per square foot for paving as opposed to 65 cents per square foot as originally quoted to David by John.
(3) David distributed a "Cost of Paving Select Roads" information sheet based on the 35 cents per square foot charge, discussed it with the Board and reminded them that during the February 21, 2004 Special Meeting for Landowners, the GLA committed that it would research and put together a long-range total plan for paving all of GLA and submit it to the landowners for their approval. He plans to work on that plan, including clay cost estimations, toward the end of summer 2004.

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(4) David asked the Board to consider whether the GLA should inform landowners of the new paving options and prices at this time or wait and submit this information when a total plan is formed. The Board agreed to discuss this again at the April 19th meeting.

Weed Spraying: David and JT will oversee spraying for Spring 2004. Last year's bill needs to be submitted to the county for our refund.

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Kathleen Ulrich. David reported that Kathleen submitted half of a clean up application and he will follow up with Kathleen.
ACTION ITEM – Status of removing rock pile above culvert. Tabled.
ACTION ITEM – Status of Cleanup on Hansard property. Tabled.
ACTION ITEM – Status of Nye's dog complaint. Tabled.
ACTION ITEM – Send dog letter to landowners. **Done. (More needed)**
ACTION ITEM – Letter to D. Woodriff re: removal of his items from 32-A (NG). **Done.**
ACTION ITEM – Status of Twin Pillars Safety Hazard. David reported that our attorney advised us to not pursue this issue.

4.4.2 New Business. None.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – Status of Neighborhood Meetings. Hosts are still needed for some of the neighborhood meetings to be held for landowners who wish to further discuss the Master Plan and propose revisions for density tables, etc. The Board agreed that (1) The meetings will take place between May 7-15; (2) The hosts will determine with their neighbors the exact meeting date(s), (3) When all of the hosts are determined, the GLA will send a letter to the them with ballots that they can distribute to landowners who attend their meetings. (Letters and ballots will also need to be sent to all landowners who could not attend the neighborhood meetings.) The ballots will give landowners the opportunity to approve assessment increases should they choose to pave roads affecting their parcels and neighborhoods. David passed out drafts of the ballots and the letter for the Board to review. (David, I didn't get the draft of the letter and I also need a list of the neighborhoods and hosts)

David suggested that the status of our budget be brought up at the above meetings so that landowners will become aware of the GLA's serious financial challenges.

ACTION ITEM – Subdivision and Reclamation Standards. Tabled.

4.5.2 New Business. None.

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4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson

4.6.1 Old Business

ACTION ITEM – Status of Report on legal formation of PVRC. Janet reported that the PVRC Committee recently met to discuss the proposed Bylaws drawn up by our lawyer and will present their report at the May Board Meeting.

ACTION ITEM – Filing Parcel 16-A to be a part of Glastonbury. Tabled.

4.6.2 New Business. None.

4.7 Web Site Committee: Edward Anderson, Chair

4.7.1 Old Business

ACTION ITEM – Sending letters to Realtors. (David, Denise finally tracked down the revised form and will complete the mailing on Tuesday, April 20)

4.7.2 New Business. None.

4.8 Clean-up Committee. No report .

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson(NG). No reports

5. Other Business

5.1. Shelter Insurance

ACTION ITEM – List of points to consider regarding shelter insurance. Tabled.

ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury Tabled.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:15 p.m. with no further business. The next meeting will be held May 3, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

**A Special Meeting to discuss the budget and other matters will be held on April 19, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB040504.1 David to revise proposed 2004 budget sheet.

GB040504.2 Denise to discuss with Pamela possibility of investigating purchase of Xerox machine

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GB040505.3	Send letter re: rabies shots for pets with next mailing concerning paving/and or the Master Plan.
GB040504.4	Post GLA Sign (SG) in "Area B."
TR040504.1	Cynthia to send Denise copy of LaShomb letter.
TR040504.2	Cynthia to request that Clare add the "Year to Date" column and total on the "GLA Income & Expenses, March 2004" and send copies to David and Denise.
TR040504.3	Cynthia to send Linda Ulrich letter responding to her waiver request. Also, send a copy to Denise with a copy of Linda's request.
AR040504.1	Change project application forms to reflect new 18 month timeline for construction projects.
AR040504.2	Denise to send final approval to Pamela May for greenhouse application.
AR040504.3	Cynthia refund Pamela May for greenhouse application bond.
AR040504.4	Denise to send final approval to Robert Wallace for Lot 36-C (SG) home construction.
AR040504.5	Cynthia transfer Robert Wallace's bond for Lot 36-C (SG) to Lot 36-D (SG) preliminary home construction application.
AR040504.6	Denise to send preliminary approval to Robert Wallace for Lot 36-D (SG) home construction.
WDRD040504.1	David and JT to oversee spraying for Spring 2004.
WDRD040504.2	Cynthia to submit last year's bill to the county for our refund.
CP040504	David to follow-up on K. Ulrich issue
MP040504.1	Determine hosts for neighborhood meetings
MP040504.2	Finalize and approve letter & ballot (regarding potential paving and assessments) and budget information and send to neighborhood hosts and landowners.
RC040504	Janet to present at May Board Meeting a report from PVRC Committee regarding Bylaws.

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Glastonbury Landowners Association

Board of Directors Meeting Agenda

April 5, 2004

1. **Call to Order, Prayer**

2. **Reading and Disposition of the Minutes General Business**
   March 1, 2004

3. **General Business**
   3.1 Old Business
   ACTION ITEM – 2004 Budget
   ACTION ITEM – Replacement Director
   ACTION ITEM – *[Denise]* Send letter re: rabies shots for pets.
   ACTION ITEM – *[David]* GLA Sign (SG).

   3.2 New Business

4. **Report of Officers and Committees**
   4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
   4.1.1 Old Business
   ACTION ITEM – Write to Marlene LaShomb

   4.1.2 New Business

   4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chairs
   4.2.1 Old Business
   ACTION ITEM – Status of Gelderloos shop construction.
   ACTION ITEM – Send sign notice to Rakela.
   ACTION ITEM – Send approval notice to P. May.
   ACTION ITEM – Send approval notice to Dieux-Bray.
   ACTION ITEM – Talk to attorney regarding subdivisions.

   4.2.2 New Business
   Construction Time Limit

   4.3 Road & Weed Committee Report: Philip Hoag & Jame Trisdale (JT), Co-Chair
   4.3.1 Old Business

   4.3.2 New Business

   4.4 Complaint Committee Report: Charlotte Mizzi, Chair
   4.4.1 Old Business
   ACTION ITEM – *[David]* Status of Parcel 32 (NG) Kathleen Ulrich.
   ACTION ITEM – *[David]* Status of removing rock pile above culvert.
   ACTION ITEM – *[David]*Status of Cleanup on Hansard property.
   ACTION ITEM – *[David]* Status of Nye's dog complaint.

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ACTION ITEM – Send dog letter to landowners
ACTION ITEM – Letter to D. Woodriff re: removal of his items from 32-A (NG)

4.4.2 New Business. None.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.
4.5.1 Old Business
ACTION ITEM – *[David]* Status of Neighborhood Meetings
ACION ITEM – Subdivision and Reclamation Standard

4.5.2 New Business

4.6 Recreation Committee: Janet Naclerio, Chair
4.6.1 Old Business
ACTION ITEM – Status of Report on legal formation of PVRC
ACTION ITEM – *[Janet]* Filing Parcel 16-A to be a part of Glastonbury

4.6.2 New Business

4.7 Web Site Committee: Edward Anderson, Chair
4.7.1 Old Business
ACTION ITEM – Sending letters to Realtors. *[Denise]*

4.7.2 New Business

4.8 Clean-up Committee Report

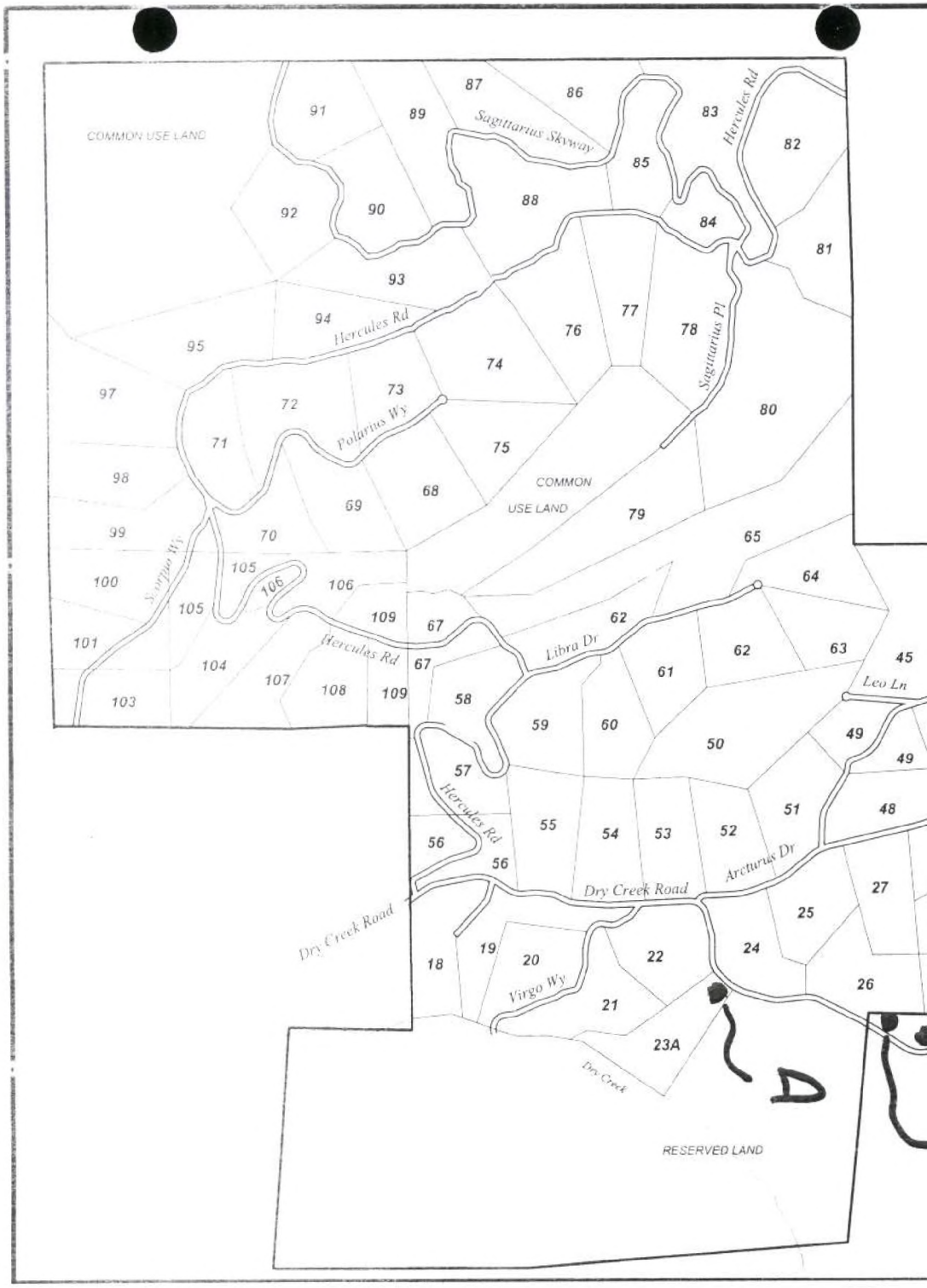
4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson(NG)

5. Other Business
5.1. Shelter Insurance *[Orlando]*
ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando & Philip]*
ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. Next Meeting and Adjournment

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GLA 01609

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Where to move SG sign

Map 1

SOUTH GLASTONBURY

Scale: 1" = 1800'
Date: February 18, 2004



4/5/04 MW

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DRAFT SOUTH GLASTONBURY BALLOT
Ballot Y

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – every landowner votes on this issue)

- Approve assessment increase to cover operating expenses **Approve: [ ]**
  Disapprove: [ ]

2. Pave Arcturus from Dry Creek up to Hesperus (affects SG landowners who own Parcels 25, 27 through 41, and 47 and 52).

- Assessment increase of **$105 per year** for South Glastonbury landowers of Parcels 25, 27 through 41, and 47 and 52.

  Approve: [ ]
  Disapprove: [ ]

3. Pave Leo from Arcturus up to top of grade near Parcel 49 (affects landowners who own Parcels 42 through 46 and 48 through 51).

- Assessment increase of **$77 per year** for South Glastonbury landowers of Parcels 42 through 46 and 48 through 51.

  Approve: [ ]
  Disapprove: [ ]

File: DraftBallots

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4/5/04 MTG

Glastonbury Landowners Association, Inc.

DRAFT NORTH GLASTONBURY BALLOT
Ballot X

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – every landowner votes on this issue)

- Approve assessment increase to cover operating expenses **Approve: [ ]** **Disapprove: [ ]**

2. Seal existing paved roads (Affects NG landowners – all landowners owning land in NG land vote on this issue)

- Assessment increase of **$34 per year** for North Glastonbury parcels/tracts/lots to cover cost of sealing existing paved roads in NG

Approve: [ ]
Disapprove: [ ]

3. Pave rest of Sirus past GAV to Taurus and from the base of Tarus to the top of the grade (end of parcel 2 NG). Affects NG landowners who own Parcels 1, 2, and 5 thru 7 and the Church for the GAV residents.

- Assessment increase of **$57 per year** for North Glastonbury landowners of GAV (Church), Parcels 1, 2, and 5 thru 7.

Approve: [ ]
Disapprove: [ ]

4. Pave Gemini from Capricorn up to Orion (affects NG landowners who own Parcels 35 thru 40 and 57 thru 70).

- Assessment increase of **$37 per year** for North Glastonbury landowers of Parcels 35 through 40 and 57 through 70.

Approve: [ ]
Disapprove: [ ]

5. Pave Venus from Capricorn up to end of Parcel 33 (affects landowners who own Parcels 29, 30, and 32 through 34).

- Assessment increase of **$77 per year** for North Glastonbury landowers of Parcels 29, 30, and 32 through 34.

Approve: [ ]
Disapprove: [ ]

File: DraftBallots

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Glastonbury Landowners Association
COST OF PAVING SELECT ROADS

4/5/2004

Road From	To	Priority	Flag	Dist. mi	Dist. feet	Area sf	Glastonbury	Total Miles	Dollars	"A" Total Dollars	"B" Total Dollars	No. of Parcels	Sf	Cost to those Benefiting	Parcels Benefiting
South Glastonbury										$0	$75,398				
Arcturus							S	1.3							
Dry Creek	Pallas Circle	B	1	0.7	3696	88,704	S		31,046		31,046	63	57,658	105	25,27-41,47,52
Pallas Circle	Cor Leonius	B		0.2	1056	25,344	S		8,870		8,870				
Cor Leonius	Hesperus	B		0.4	2112	50,688	S		17,741		17,741				
Hesperus	End of Arcturus			0.3	1584	38,016	S								
Leo							S								
Arcturus	Top of grade	B	1	0.4	2112	50,688	S		17,741		17,741	21	17,741	97	42-46,48-51
Top of grade	Leo Lane			0.2	1056	25,344	S								
North Glastonbury										$53,333	$68,747				
Sirus - Taurus							N	2.4	Miles:	0.00	1.55				
Aries	Taurus	B	1	0.4	2112	50,688	N		17,741		17,741	75	42,134	65	gav,1,2,5-7
Sirus	Top of grade	B		0.35	1848	44,352	N		15,523		15,523				
Top of grade	End of Taurus	B	1	0.2	1056	25,344	N		8,870		8,870				
Capricorn							N								
Gemini	Venus	C	1	0.35	1848	44,352	N		15,523						
Venus							N								
Capricorn	Ranttelo's house	B	1	0.3	1584	38,016	N		13,306		13,306	20	13,306	77	29,30,32-34
Gemini							N								
Capricorn	Orion	B	1	0.3	1584	38,016	N		13,306		13,306	41	13,306	37	35-40,57-70
Orion							N								
Gemini	Evening Star			0.5	2640	63,360	N								
Chip Sealing															
Capricorn, Aries, Sirus		A		3.2	16896	405,504			53,333	53,333		179	53,333	34	

Chip Seal for existing NG Roads:

Total:	$53,333	$144,146
Subtotal:	$53,333	$197,479
Road Prep:	$15,000	$10,000
5% Contingency:	2,667	9,874
Total Loan Required:	71,000	217,353
Half Time Manager:		

Notes:

- When we paved previously we paved 3.2 miles of roads in NG and 1.85 miles in SG
- Assessment based on 350 Parcels/tracts/lots

No. of parcels	350
Yrly loan payment	34520

Increase in Assessments Needed:

To Pay off loan:	23	71
To pay Manager:		
Total Assessment:	23	71

4/5/04 ALTS

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Glastonbury Landowners Association

Board Member Proxy Notification

I, Pamela May

Give my proxy to Cynthia Blocker

For the GLA Board of Directors Meeting on April 5, 2004
date

Pamela May
signature

3-29-04
date

GLA 01613

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4/5/04 MTG

Glastonbury Landowners Association, Inc.
Treasurer: Cynthia Blocker 406-333-9677
Post Office Box 312
Emigrant, MT 59027-0312

Invoice

Date	Invoice No.
04/03/04	2474

Bill To
Linda Ulrich (NG 33-F) P. O. Box 235 Emigrant, MT 59027

Terms	Land	Dwelling	Parcel Number
	1	1	NG 33F

Item	Description	Qty	Rate	Amount
Land '02	Land Assessment(s) 2002: June through Dec.		70.00	70.00
Land '03	Land Assessment 2003		120.00	120.00
Land '04	Land Assessment 2004		120.00	120.00
Dwelling '02	Dwelling Assessment(s) 2002: June through Dec.		70.00	70.00
Dwelling '03	Dwelling Assessment(s) 2003		120.00	120.00
Dwelling '04	Dwelling Assessment(s) 2004		120.00	120.00
Penalty	One-time Penalty 5% On 02 Assessments Past Due		7.00	7.00
Penalty	One-time Penalty 5% On 03 Assessments Past Due		12.00	12.00
Fin Chg	Finance Charges on Overdue Balance: 18%		72.93	72.93

Total $711.93

GLA 01614

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05/03/04 Revised Copy for Denise

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through March 2004

March

	Jan - Mar '04	Budget	$ Over Budget
Income			
1. General Income			
1. Church, for Road Paving Loan	581.26		
2. Interest Income	11.38		
4. Sanitation Bond Account	500.00		
1. General Income - Other	0.00	18,967.50	-18,967.50
Total 1. General Income	1,092.64	18,967.50	-17,874.86
2. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	122.98		
05. Dwelling Assessment 2001	140.00		
06. Dwelling Assessment 2002	235.00		
07. Dwelling Assessment 2003	624.74		
08. Dwelling Assessment 2004	11,131.75		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	122.97		
13. Land Assessment 2001	140.00		
14. Land Assessment 2002	355.00		
15. Land Assessment 2003	924.74		
16. Land Assessment 2004	18,779.46		
2. Assessments - Other	120.00		
Total 2. Assessments	33,176.64		
3. Late Fees/Finance Charges			
1. Finance Charges	180.10		
2. Five Percent Penalty	34.50		
Total 3. Late Fees/Finance Charges	214.60		
Total Income	34,483.88	18,967.50	15,516.38
Expense			
A. Business Expenses			
1. Banking Fees	12.50		
5. Rentals	115.00		
7. Taxes	50.00		
8. Refund on Overpayment	380.00		
A. Business Expenses - Other	0.00	2,042.49	-2,042.49
Total A. Business Expenses	557.50	2,042.49	-1,484.99
B. Office Expense			
1. Copying	692.63		
2. Postage	783.74		
3. Office Supplies	105.69		
4. Misc. Expenses	220.26		
5. Refreshments	234.06		
B. Office Expense - Other	0.00	549.99	-549.99
Total B. Office Expense	2,036.38	549.99	1,486.39
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	927.50		
3. Legal Council	688.00		
4. Professional Fees	2,774.37		
5. Secretarial	2,064.00		
6. Treasurer	348.00		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	4,174.98	-4,174.98
Total C. Professional Fees	8,215.27	4,174.98	4,040.29
D. Road Repairs & Maintenance			
1. Loan Payment	7,556.32		
2. Road Maint.	282.50		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	9,624.99	-9,624.99
Total D. Road Repairs & Maintenance	10,403.32	9,624.99	778.33
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	48.00		
E. General Expenses - Other	0.00	150.00	-150.00
Total E. General Expenses	168.00	150.00	18.00

GLA 01615

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through March 2004

	Jan - Mar '04	Budget	$ Over Budget
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,075.44		
2. Master Plan	24.00		
4. Recreation Area	54.64		
F. Misc. Projects - Other	0.00	2,424.99	-2,424.99
Total F. Misc. Projects	4,154.08	2,424.99	1,729.09
H. Discount	435.21		
Total Expense	25,969.76	18,967.44	7,002.32
Net Income	8,514.12	0.06	8,514.06

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Glastonbury Landowners Association, Inc.
Balance Sheet
As of March 31, 2004

	Mar 31, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	13,766.41
1st National Bank Savings	7,710.03
Total Checking/Savings	21,476.44
Accounts Receivable	
Accounts Receivable	97,043.12
Total Accounts Receivable	97,043.12
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	117,946.06
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**117,947.06**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,700.91
Net Income	50,518.43
Total Equity	-126,365.25
TOTAL LIABILITIES & EQUITY	**117,947.06**

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April 5, 2004

Glastonbury Landowners Association, Inc.
Income & Expense
March 2004

	Mar '04
Income	
1. General Income	
2. Interest Income	3.25
4. Sanitation Bond Account	250.00
Total 1. General Income	253.25
2. Assessments	
08. Dwelling Assessment 2004	250.00
16. Land Assessment 2004	370.00
Total 2. Assessments	620.00
Total Income	873.25
Expense	
A. Business Expenses	
1. Banking Fees	12.50
5. Rentals	75.00
Total A. Business Expenses	87.50
B. Office Expense	
1. Copying	154.88
2. Postage	35.38
4. Misc. Expenses	60.00
5. Refreshments	109.89
Total B. Office Expense	360.15
C. Professional Fees	
4. Professional Fees	2,749.37
5. Secretarial	840.00
6. Treasurer	24.00
7. Web Site	1,300.40
Total C. Professional Fees	4,913.77
D. Road Repairs & Maintenance	
4. Snow Removal	
4.1. Snow Plowing	90.00
4.2. Sanding	82.65
Total 4. Snow Removal	172.65
Total D. Road Repairs & Maintenance	172.65
E. General Expenses	
3. Miscellaneous	48.00
Total E. General Expenses	48.00
F. Misc. Projects	
2. Master Plan	24.00
4. Recreation Area	50.20
Total F. Misc. Projects	74.20

Clare Parker Bookkeeping Services 406-333-4614

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	Mar '04
Total Expense	5,656.27
Net Income	**-4,783.02**

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2004-04-19_BDGN.pdf

GLA 01620

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

April 19, 2004

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1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:10 p.m., at Golden Ratio Woodworks.
PRESENT: David Tonkin (President), James Kozlik (Vice-President), , Cynthia Blocker (Treasurer), Edward Anderson, Philip Hoag, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)
ABSENT: Janet Naclerio (Secretary)
PROXIES:
ALSO ATTENDING: Denise Orr (GLA secretary)

2. General Business

2.1 Old Business

ACTION ITEM - **Proposed 2004 Budget.** David reviewed the proposed budget for 2004 along with revised paving costs based on membership meetings and new quotes from John Funizzi's paver. David distributed **"Proposed 2004 Budget Revised",** in which shows a balanced budget based on expected income. To balance the budget, he took most of the money out of road paving and snow plowing and put it into professional fees so that there would so that there would be enough to cover these services. He also added a column that shows how much money we have spent to date. He then distributed two lists showing the effects of the reduced budget for 2004 and 2005 based on the Board invoking the cost of living increase of assessments paragraph (11.03) of the covenants. The increase could not become effective until 2005 because the assessments have already been assessed. The board discussed the two lists showing the impact of a reduced budget

David then reviewed new costs estimates for paving based on new quotes from the paver. The estimates followed a suggestion in previous meetings with the membership so only those living on the new paved roads or above them would be charged for the paving costs. He suggested the Board may want to send out these new costs to landowners to see if the reduced costs and the revised payment plan would make a difference to the landowners whether to pave their roads or not. The Board discussed the options and an outline of a letter to landowners presenting the plan to them.

MOTION: Philip motioned and Pamela seconded that the GLA Board postpone its decision to send out a ballot regarding an increase in assessments to meet our budget shortfall until May 3, 2004 Board meeting after we learn from the Church if they will agree to our proposal to pay $15,000 for the Master Plan. Motion carried. (7 in favor; 1 opposed; 1 abstention)

2.2 New Business

Report on Meeting with Judith Filbert. David reported Judith Filbert was unable to give him an answer regarding paying GLA the $15,000. She offered to pay the Master Plan expenses. She just needed copies of receipts for the work that GLA has done thus far. The Board asked David to inform Judith that William Smith should get the quote on the guardrail costs, as it is the Church's project and responsibility.

File: MtgMins 04 19 04.doc
Draft(s); 05 03 04; 05 23 04 - Final
Approved: 06 07 04

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32-D NG/Kathleen Ulrich Clean-up Issue: David reviewed Kathleen Ulrich progress on clean-up and explained that Kathleen must complete the agreed clean up within 30 days of the date on which she signs the final plan or GLA can begin the cleanup ourselves. Board agreed that our attorney should draw up a legally binding document for Kathleen to sign. It should include a clause that states if Kathleen does not complete her clean up within a specified time; she authorizes the GLA to complete her clean up.

3. **Next Meeting and Adjournment**
The meeting was adjourned at 9:20 p.m. with no further business. The next meeting will be held on May 3, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

New Action Items:

GB041904.0 Philip Hoag to call Jerome Tweedy about moving his bus.

GB041904.1 David to meet Judith Filbert. **Done**

File: MtgMins 04 19 04.doc
Draft(s); 05 03 04; 05 23 04 - Final
Approved: 06 07 04

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2004-04-19_BDGNAUX.pdf

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4/19/04
North

Letter to landowners:

The results of the survey we conducted in February and March of this year indicated landowners did not want to increase their assessments for paving more roads or to raise assessments for GLA manager activities. We will respect that decision if landowners still feel that way. However, we wanted to make sure you have the facts before making a final decision and all landowners have the opportunity to vote yes or no. We had only about a third of the landowners responded to the survey. First, in the intervening time, our paver significant reduced his prices from $0.60 per square foot to $0.35 per square foot. And second, the Board does not feel it accurately presented the reasons behind requesting an increase for funding manager's type activities.

If the landowners do not want to raise their assessments this year, the Board obviously will abide by the vote. However in order for us to do this, we will have to drastically cut back our services and the projects we were planning for this year. This includes any road grading this year, reduced snow removal during the winter months of this calendar year, our work on resolving complaints and lawsuits, and possibly work on the Master Plan, etc. The Board feels that in order for it to enforce the covenants and complete the projects already started, it is necessary to increase assessments.

The covenants allow two ways to increase assessments. The first is by submitting to the landowners a ballot for a budget increase requiring 51% approval of the landowners in good standing. The second is to increase assessments a maximum of a 10% per year to cover inflationary costs. This second process does not required approval by the landowners. The Board is not sure how to cover the budgetary needs unless we submit an increase to landowners by ballot or to start increasing next year the assessments by 10% yearly until the budget needs are satisfied. The assessments are assessed at the beginning of the year. The only other option is to stop trying to enforce the covenants and just work on maintaining roads. The operations of the Glastonbury's then becomes a las sa far with little of no control of construction or subdividing land except by what landowners want to do on their own accord.

[The letter would continue detailing the reasons as described on the attached Lists of Services Not Rendered With Reduced 2004 and 2005 Budgets.]

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4/19/04 (1)

GLASTONBURY LANDO[illegible]ERS ASSOCIATION, INC.

Proposed 2004 Budget Revised

Line No.	ITEM DESCRIPTION	Spent To Date	YEAR 2004 Subtotal	YEAR 2004 Total	Additional Needed	YEAR 2003 TOTALS Subtotals	YEAR 2003 TOTALS Totals	Notes	YEAR 2002 TOTALS Subtotals	YEAR 2002 TOTALS Totals
1	**Income**	[illegible]		**75,870**			**76,971**			**75,481**
2	**Expenses:**			**75,870**			**96,140**			**82,110**
3	Business Expenses	557		**8,170**			**9,854**			**6,748**
4	Banking fees	13	100			101			13	
5	Gifts & donations	0	0			1000			0	
6	Insurance	0	6,100			6079			5248	
7	Licenses	0	30			15			30	
8	Lien Filing	0	600			1038			968	
9	Rentals	115	400			630			135	
10	Sanitation Bond Refunds	0	700			750			250	
11	Taxes	50	240			241			106	
12	Office Expenses	2,036		**2,200**			**4089**			**2,420**
13	Copying	692	750			1050			464	
14	Postage	763	550			1395			544	
15	Office Supplies	105	500			513			484	
16	Misc. Expenses	220	100			40			390	
17	Refreshments	254	300			329			263	
18	Petty cash account	[illegible]	0			763			275	
19	Professional Fees	8,216		**16,700**	**10,700**		**17349**			**10,046**
20	Accountant	405	100			95			85	
21	Bookkeeper	927	3,000			3024			2796	
22	Legal Council	688	1,100		1,900	2302			1126	
26	Manager	[illegible]	0						0	
27	Secretary	[illegible]	7,500			7503			5548	
28	Professional fees	[illegible]	**5,000**							
29	Independent Contractors	2,[illegible]	4,000		8,000	3453			0	
30	Treasuerer	[illegible]	300		300	291			323	
31	Web Site	1,[illegible]08	700		500	681			168	

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2004 Budget Revised

Line No.	ITEM DESCRIPTION	Spent To Date	YEAR 2004 Subtotal	YEAR 2004 Total	Additional Needed	YEAR 2003 TOTALS Subtotals	YEAR 2003 TOTALS Totals	Notes	YEAR 2002 TOTALS Subtotals	YEAR 2002 TOTALS Totals
32	Road Repairs & Maintenance	10403		**38,500**	**10,500**		**52309**			**51,995**
33	Loan payment	7556	30,000			29625			29601	
34	Road Maintainence	0	**4,500**		**1,000**	6694			5547	
35	Misc. Maintenance	282	2,700			2552			3205	
36	Misc. Supplies	0	300			62			871	
37	Weed control	0	1,500		1,000	4080			1471	
38	Road Grading	0	1,150		6,850	7780			11738	
39	Snow removal	2564	**2,850**		**2,650**	**8210**			**5110**	
40	Snow Plowing	1552	1,600		2,400	6182			2923	
41	Sanding	1012	1,000			1478				
42	Snow fences	0	0			0			193	
43	Materials, sand	0	250		250	550				
44	General Expenses	168		**600**	**1,600**		**3118**			**1,533**
45	Cleanup Day	0	0		900	450			743	
46	Equipment Repair & Maint.	120	300		700	1769				
47	Miscellaneous	48	300			899			789	
48										
49	Misc. Projects	4154		**9,700**	**2,000**		**9421**		**9367**	**9,367**
50	Snow Plow	4075	4,000			938				
51	Master Plan	79	**3,700**		**1,000**	100				
52	Legal fees	0	1,000							
53	Postage	0	750		800					
54	Copies	0	750		500					
55	Contractors	0	1,000		1,000					
56	Misc	24	200							
57	Guardrails	0	0		1,000	1262				
58	Recreation Area	54	2,000			7122				
	Net Income			**0**	**24,800**		**(19,169)**			**(6,630)**

GLA 01626

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4/19/04 (2)

GLA
List of Services Not Rendered With Reduced 2004 Budget

4/19/2004

Line No.	Description	Impact	Budget Needed
22	**Reduced legal council budget. May affect:**		
	Ability to follow through with cleanup of 32-D NG	May be large	~ $5,000
	Lawsuit on 48 NG. May loose some or all of the $4,800 in liens on this property. However, it is possible we may not be able to save the amount due to us anyway.	Little	
29	**Manager activities. This will affect or prevent finishing:**	Major	$5,000
	Most work on effecting cleanup on 32-D NG will need to stop	Large	
	* Will not have the budget to do paving study	Large	$500 - 750
	* Finish upgrading architectural review procedures	Minor	$240 - 480
	* Finish upgrading road maintenance procedures	Minor	
	* Confirming subdivided parcels & no. of house on properties	Medium	$240 - 480
	* Dealing with complaints. We have the following complaints we need to finish resolving: Hansard, Victory Shelter, Alexander, various dog complaints, Follman	Medium	~ $400 ?
	Complete upgrading signage (stop signs, speed signs, etc.) and replace missing street signs.	Medium	$500 - 750
	Installing guardrails along Leo, Hercules, Gemini. [Not expected to all be done this yr. Cost include construction	Medium	$1,000 - 5,000
	Work on getting the shelters cleaned up.		?
	We are in the process of enforcing the covenants. Right now are just developing a momentum on this and if we stop we will loose the momentum. The types things people are not doing are not submitting applications and not cleaning up their properties, see list below. As part of this task, we need to bi-weekly or monthly inspect GLA for landowners failing to submit building applications and followup to make sure they	Major over the long haul	?
	* Gaining approval from landowners to clarify and seal lope holes in the Covenants	Medium	$500
30	**Treasurer. May reduce ability to update Data base and file liens**	Major	$300
	* This affects our ability to collect assessments and keep track of address changes.	Major	
31	**Web site. Reduces our ability to upgrade and make it more user friendly**	Minor	$700
37	**Weed control on roads. Little or no weed control this yr**	Medium	
38	**No more road grading this year.**	Medium	
39	**Reduced snow removal and sanding from previous yrs.**	Medium	
45	**No cleanup day**	Minor	
47	**Misc. expenses reduced by 60%**	?	

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GLA

List of Services Not Rendered With Reduced 2004 Budget

4/19/2004

Line No.	Description	Impact	Budget Needed
51	**Master Plan approval. The church in a letter to us stated they will reimburse us 50% of what we spend to get the Plan approved. I don't believe we have enough money in the budget to finance our portion of the amount needed to gain ratification.**	Major	$1,500 - 3,000
57	**Guardrails,**		
	Can not repair guardrails on Capricorn	Medium	$1,000 - 2,000
	Can not install guardrail on Caspari Wy unless Church agrees to our proposal and gives us the $15,000 mentioned in their letter to GLA.	Medium	$2,000 - 3,000
57.1	**Move SG interence sign**	Medium	$500

Covenants sections not being followed:

5.05 - Nuisances and Eyesores - abandoned vehicles, junk, scrap piles, etc.

5.02 a - Approved spark arrestors very minor but have been noticing missing spark arrestors on chimneys

6.01 - Submittal of building applications and applications for wells, septic systems, roads and/or driveways.

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4/19/04 (4

GLA

List of Services Not Rendered With Reduced 2005 Budget

4/15/2004

Line No.	Description	Impact	Budget Needed
22	**Reduced legal council budget. May affect:**		
	Ability to follow through with cleanup of 32-D NG	May be large	~ $5,000
29	**Manager activities. This will affect or prevent finishing:**	Major	$5,000
	May still affect cleanup on 32-D NG depending on how well mediation works.	May be large	
	Will not have the budget to do paving study	Large	$500 - 750
	Finish upgrading architectural review procedures	Minor	$240 - 480
	Finish upgrading road maintenance procedures	Minor	
	Confirming subdivided parcels & no. of house on properties	Medium	$240 - 480
	Dealing with complaints. We have the following complaints we need to finish resolving: Hansard, Victory Shelter, Alexander, various dog complaints, Follman	Medium	~ $400 ?
	Complete upgrading signage (stop signs, speed signs, etc.) and replace missing street signs.	Medium	$500 - 750
	Installing guardrails along Leo, Hercules, Gemini. [Not expected to all be done this yr. Cost include construction	Medium	$1,000 - 5,000
	Work on getting the shelters cleaned up.		?
	We are in the process of enforcing the covenants. Right now are just developing a momentum on this and if we stop we will loose the momentum. The types things people are not doing are not submitting applications and not cleaning up their properties, see list below. As part of this task, we need to bi-weekly or monthly inspect GLA for landowners failing to submit building applications and followup to make sure they	Major over the long haul	?
	Gaining approval from landowners to clarify and seal lope holes in the Covenants	Medium	$500
37	**Weed control on roads. Reduce from normal weed control. Only spraying once during the year.**	Medium	
38	**Reduced grading, about 60% less than previous years**	Medium	
39	**Slightly reduced snow removal depending on severity of winter**	Minor	
45	**No cleanup day**	Minor	
51	**Master Plan approval. Depending on what is accomplished in 2004 may see impact on ratifying Master Plan.**	Major	$1,500
57	**Guardrails, can only do one of the guardrail projects**		
	Can not repair guardrails on Capricorn	Medium	$1,000 - 2,000

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GLA

List of Services Not Rendered With Reduced 2005 Budget

4/15/2004

Line No.	Description	Impact	Budget Needed
	Can not install guardrail on Caspari Wy unless Church agrees to our proposal and gives us the $15,000 mentioned in their letter to GLA.	Medium	$2,000 - 3,000

Covenants sections not being followed:

5.05 - Nuisances and Eyesores - abandoned vehicles, junk, scrap piles, etc.

5.02 a - Approved spark arrestors very minor but have been noticing missing spark arrestors on chimneys

6.01 - Submittal of building applications and applications for wells, septic systems, roads and/or driveways.

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Glastonbury Landowners Association, Inc.

DRAFT NORTH GLASTONBURY BALLOT
North Glastonbury Ballot

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – all landowner votes on this issue)

   - Approve assessment increase of $70 per year to cover operating expenses.

   Approve: [ ]
   Disapprove: [ ]

2. Seal existing paved roads (Affects NG landowners – all landowners owning land **in NG** land vote on this issue)

   - Assessment increase of **$34 per year** for North Glastonbury parcels/tracts/lots to cover cost of sealing existing paved roads in NG. People owning land in NG vote on this issue.

   Approve: [ ]
   Disapprove: [ ]

3. Pave rest of Sirus past GAV to Taurus and from the base of Tarus to the top of the grade (end of parcel 2 NG). Affects NG landowners who own Parcels 1, 2, and 5 through 7 and the Church for the GAV residents.

   - Assessment increase of **$51 per year** for North Glastonbury landowners of GAV (Church), Parcels 1, 2, and 5 through 7. The Church and those owning land in these parcels vote on this issue.

   Approve: [ ]
   Disapprove: [ ]

4. Pave Gemini from Capricorn up to Orion (affects NG landowners who own Parcels 35 through 40 and 57 through 70).

   - Assessment increase of **$37 per year** for North Glastonbury landowners of Parcels 35 through 40 and 57 through 70. People who one land on one of these parcels vote on this issue.

   Approve: [ ]
   Disapprove: [ ]

5. Pave Venus from Capricorn up to end of Parcel 33 (affects landowners who own Parcels 29, 30, and 32 through 34).

   - Assessment increase of **$77 per year** for North Glastonbury landowners of Parcels 29, 30, and 32 through 34. People who own land on one of these parcels vote on this issue.

   Approve: [ ]
   Disapprove: [ ]

File: DraftBallots

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Glastonbury Landowners Association, Inc.

DRAFT SOUTH GLASTONBURY BALLOT
South Glastonbury Ballot

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – all landowner votes on this issue)

   - Approve assessment increase of $70 per year to cover operating expenses.

   Approve: [ ]
   Disapprove: [ ]

2. Pave Arcturus from Dry Creek up to Hesperus (affects SG landowners who own Parcels 25, 27 through 41, and 47 and 52).

   - Assessment increase of **$105 per year** for South Glastonbury landowners of Parcels 25, 27 through 41, and 47 and 52. People who own land on these parcels vote on this issue.

   Approve: [ ]
   Disapprove: [ ]

3. Pave Leo from Arcturus up to top of grade near Parcel 49 (affects landowners who own Parcels 42 through 46 and 48 through 51).

   - Assessment increase of **$97 per year** for South Glastonbury landowners of Parcels 42 through 46 and 48 through 51. People who own land on these parcels vote on this issue.
   -

   Approve: [ ]
   Disapprove: [ ]

File: DraftBallots

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Glastonbury Landowners Association
COST OF PAVING SELECT ROADS

4/5/2004

Road From	To	Priority	Flag	Dist. mi	Dist. feet	Area sf	Glastonbury	Total Miles	Dollars	"A" Total Dollars	"B" Total Dollars	No. of Parcels	Sf	Cost to those Benefiting	Parcels Benefiting
South Glastonbury										$0	$75,398				
Arcturus							S	1.3							
Dry Creek	Pallas Circle	B	1	0.7	3696	88,704	S		31,046		31,046	63	57,658	**105**	25,27-41,47,52
Pallas Circle	Cor Leonius	B		0.2	1056	25,344	S		8,870		8,870				
Cor Leonius	Hesperus	B		0.4	2112	50,688	S		17,741		17,741				
Hesperus	End of Arcturus			0.3	1584	38,016	S								
Leo							S								
Arcturus	Top of grade	B	1	0.4	2112	50,688	S		17,741		17,741	21	17,741	**97**	42-46,48-51
Top of grade	Leo Lane			0.2	1056	25,344	S								
North Glastonbury										$53,333	$68,747				
Sirus - Taurus							N	2.4	**Miles:**	0.00	1.55				
Aries	Taurus	B	1	0.4	2112	50,688	N		17,741		17,741	75	42,134	**65**	gav,1,2,5-7
Sirus	Top of grade	B		0.35	1848	44,352	N		15,523		15,523				
Top of grade	End of Taurus	B	1	0.2	1056	25,344	N		8,870		8,870				
Capricorn							N								
Gemini	Venus	C	1	0.35	1848	44,352	N		15,523						
Venus							N								
Capricorn	Ranttelo's house	B	1	0.3	1584	38,016	N		13,306		13,306	20	13,306	**77**	29,30,32-34
Gemini							N								
Capricorn	Orion	B	1	0.3	1584	38,016	N		13,306		13,306	41	13,306	**37**	35-40,57-70
Orion							N								
Gemini	Evening Star			0.5	2640	63,360	N								
Chip Sealing															
Capricorn, Aries, Sirus		A		3.2	16896	405,504			53,333	53,333		179	53,333	**34**	

Chip Seal for existing NG Roads:

Total:	$53,333	$144,146
Subtotal:	$53,333	$197,479
Road Prep:	$15,000	$10,000
5% Contingency:	2,667	9,874
Total Loan Required:	71,000	217,353
Half Time Manager:		
Increase in Assessments Needed:		
To Pay off loan:	23	71
To pay Manager:		
Total Assessment:	23	71

Notes:

- When we paved previously we paved 3.2 miles of roads in NG and 1.85 miles in SG
- Assessment based on 350 Parcels/tracts/lots

No. of parcels	350
Yrly loan payment	34520

File: PavingCostsRev1

GLA 01633

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Smith 4/19/04

Letter to landowners:

The results of the survey we conducted in February and March of this year indicated landowners did not want to increase their assessments for paving more roads or to raise assessments for GLA manager activities. We will respect that decision if landowners still feel that way. However, we wanted to make sure you have the facts before making a final decision and all landowners have the opportunity to vote yes or no. We had only about a third of the landowners responded to the survey. First, in the intervening time, our paver significant reduced his prices from $0.60 per square foot to $0.35 per square foot. And second, the Board does not feel it accurately presented the reasons behind requesting an increase for funding manager's type activities.

If the landowners do not want to raise their assessments this year, the Board obviously will abide by the vote. However in order for us to do this, we will have to drastically cut back our services and the projects we were planning for this year. This includes any road grading this year, reduced snow removal during the winter months of this calendar year, our work on resolving complaints and lawsuits, and possibly work on the Master Plan, etc. The Board feels that in order for it to enforce the covenants and complete the projects already started, it is necessary to increase assessments.

The covenants allow two ways to increase assessments. The first is by submitting to the landowners a ballot for a budget increase requiring 51% approval of the landowners in good standing. The second is to increase assessments a maximum of a 10% per year to cover inflationary costs. This second process does not required approval by the landowners. The Board is not sure how to cover the budgetary needs unless we submit an increase to landowners by ballot or to start increasing next year the assessments by 10% yearly until the budget needs are satisfied. The assessments are assessed at the beginning of the year. The only other option is to stop trying to enforce the covenants and just work on maintaining roads. The operations of the Glastonbury's then becomes a las sa far with little of no control of construction or subdividing land except by what landowners want to do on their own accord.

[The letter would continue detailing the reasons as described on the attached Lists of Services Not Rendered With Reduced 2004 and 2005 Budgets.]

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Glastonbury Landowners Association, Inc.

DRAFT NORTH GLASTONBURY BALLOT
Ballot X

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – every landowner votes on this issue)

- Approve assessment increase to cover operating expenses **Approve: [ ]**
  Disapprove: [ ]

2. Seal existing paved roads (Affects NG landowners – all landowners owning land in NG land vote on this issue)

- Assessment increase of **$34 per year** for North Glastonbury parcels/tracts/lots to cover cost of sealing existing paved roads in NG

Approve: [ ]
Disapprove: [ ]

3. Pave rest of Sirus past GAV to Taurus and from the base of Tarus to the top of the grade (end of parcel 2 NG). Affects NG landowners who own Parcels 1, 2, and 5 thru 7 and the Church for the GAV residents.

- Assessment increase of **$57 per year** for North Glastonbury landowners of GAV (Church), Parcels 1, 2, and 5 thru 7.

Approve: [ ]
Disapprove: [ ]

4. Pave Gemini from Capricorn up to Orion (affects NG landowners who own Parcels 35 thru 40 and 57 thru 70).

- Assessment increase of **$37 per year** for North Glastonbury landowers of Parcels 35 through 40 and 57 through 70.

Approve: [ ]
Disapprove: [ ]

5. Pave Venus from Capricorn up to end of Parcel 33 (affects landowners who own Parcels 29, 30, and 32 through 34).

- Assessment increase of **$77 per year** for North Glastonbury landowers of Parcels 29, 30, and 32 through 34.

Approve: [ ]
Disapprove: [ ]

File: DraftBallots

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Glastonbury Landowners Association, Inc.

DRAFT SOUTH GLASTONBURY BALLOT
Ballot Y

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – every landowner votes on this issue)

- Approve assessment increase to cover operating expenses **Approve: [ ]**
  Disapprove: [ ]

2. Pave Arcturus from Dry Creek up to Hesperus (affects SG landowners who own Parcels 25, 27 through 41, and 47 and 52).

- Assessment increase of **$105 per year** for South Glastonbury landowers of Parcels 25, 27 through 41, and 47 and 52.

  Approve: [ ]
  Disapprove: [ ]

3. Pave Leo from Arcturus up to top of grade near Parcel 49 (affects landowners who own Parcels 42 through 46 and 48 through 51).

- Assessment increase of **$77 per year** for South Glastonbury landowers of Parcels 42 through 46 and 48 through 51.

  Approve: [ ]
  Disapprove: [ ]

File: DraftBallots

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DRAFT SOUTH GLASTONBURY BALLOT
Ballot Y

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – every landowner votes on this issue)

- Approve assessment increase to cover operating expenses **Approve: [ ]**
  Disapprove: [ ]

2. Pave Arcturus from Dry Creek up to Hesperus (affects SG landowners who own Parcels 25, 27 through 41, and 47 and 52).

- Assessment increase of **$105 per year** for South Glastonbury landowers of Parcels 25, 27 through 41, and 47 and 52.

  Approve: [ ]
  Disapprove: [ ]

3. Pave Leo from Arcturus up to top of grade near Parcel 49 (affects landowners who own Parcels 42 through 46 and 48 through 51).

- Assessment increase of **$77 per year** for South Glastonbury landowers of Parcels 42 through 46 and 48 through 51.

  Approve: [ ]
  Disapprove: [ ]

File: DraftBallots

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Glastonbury Landowners Association, Inc.

DRAFT NORTH GLASTONBURY BALLOT
Ballot X

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – every landowner votes on this issue)

- Approve assessment increase to cover operating expenses **Approve: [ ]** **Disapprove: [ ]**

2. Seal existing paved roads (Affects NG landowners – all landowners owning land in NG land vote on this issue)

- Assessment increase of **$34 per year** for North Glastonbury parcels/tracts/lots to cover cost of sealing existing paved roads in NG

Approve: [ ]
Disapprove: [ ]

3. Pave rest of Sirus past GAV to Taurus and from the base of Tarus to the top of the grade (end of parcel 2 NG). Affects NG landowners who own Parcels 1, 2, and 5 thru 7 and the Church for the GAV residents.

- Assessment increase of **$57 per year** for North Glastonbury landowners of GAV (Church), Parcels 1, 2, and 5 thru 7.

Approve: [ ]
Disapprove: [ ]

4. Pave Gemini from Capricorn up to Orion (affects NG landowners who own Parcels 35 thru 40 and 57 thru 70).

- Assessment increase of **$37 per year** for North Glastonbury landowers of Parcels 35 through 40 and 57 through 70.

Approve: [ ]
Disapprove: [ ]

5. Pave Venus from Capricorn up to end of Parcel 33 (affects landowners who own Parcels 29, 30, and 32 through 34).

- Assessment increase of **$77 per year** for North Glastonbury landowers of Parcels 29, 30, and 32 through 34.

Approve: [ ]
Disapprove: [ ]

File: DraftBallots

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GLA

List of Services Not Rendered With Reduced 2004 Budget

4/19/2004

Line No.	Description	Impact	Budget Needed
22	**Reduced legal council budget. May affect:**		
	Ability to follow through with cleanup of 32-D NG	May be large	~ $5,000
	Lawsuit on 48 NG. May loose some or all of the $4,800 in liens on this property. However, it is possible we may not be able to save the amount due to us anyway.	Little	
29	**Manager activities. This will affect or prevent finishing:**	Major	$5,000
	Most work on effecting cleanup on 32-D NG will need to stop	Large	
	* Will not have the budget to do paving study	Large	$500 - 750
	* Finish upgrading architectural review procedures	Minor	$240 - 480
	* Finish upgrading road maintenance procedures	Minor	
	* Confirming subdivided parcels & no. of house on properties	Medium	$240 - 480
	* Dealing with complaints. We have the following complaints we need to finish resolving: Hansard, Victory Shelter, Alexander, various dog complaints, Follman	Medium	~ $400 ?
	Complete upgrading signage (stop signs, speed signs, etc.) and replace missing street signs.	Medium	$500 - 750
	Installing guardrails along Leo, Hercules, Gemini. [Not expected to all be done this yr. Cost include construction	Medium	$1,000 - 5,000
	Work on getting the shelters cleaned up.		?
	We are in the process of enforcing the covenants. Right now are just developing a momentum on this and if we stop we will loose the momentum. The types things people are not doing are not submitting applications and not cleaning up their properties, see list below. As part of this task, we need to bi-weekly or monthly inspect GLA for landowners failing to submit building applications and followup to make sure they	Major over the long haul	?
	* Gaining approval from landowners to clarify and seal lope holes in the Covenants	Medium	$500
30	**Treasurer. May reduce ability to update Data base and file liens**	Major	$300
	* This affects our ability to collect assessments and keep track of address changes.	Major	
31	**Web site. Reduces our ability to upgrade and make it more user friendly**	Minor	$700
37	**Weed control on roads. Little or no weed control this yr**	Medium	
38	**No more road grading this year.**	Medium	
39	**Reduced snow removal and sanding from previous yrs.**	Medium	
45	**No cleanup day**	Minor	
47	**Misc. expenses reduced by 60%**	?	

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GLA

List of Services Not Rendered With Reduced 2004 Budget

4/19/2004

Line No.	Description	Impact	Budget Needed
51	**Master Plan approval. The church in a letter to us stated they will reimburse us 50% of what we spend to get the Plan approved. I don't believe we have enough money in the budget to finance our portion of the amount needed to gain ratification.**	Major	$1,500 - 3,000
57	**Guardrails,**		
	Can not repair guardrails on Capricorn	Medium	$1,000 - 2,000
	Can not install guardrail on Caspari Wy unless Church agrees to our proposal and gives us the $15,000 mentioned in their letter to GLA.	Medium	$2,000 - 3,000
57.1	**Move SG interence sign**	Medium	$500

Covenants sections not being followed:

5.05 - Nuisances and Eyesores - abandoned vehicles, junk, scrap piles, etc.

5.02 a - Approved spark arrestors very minor but have been noticing missing spark arrestors on chimneys

6.01 - Submittal of building applications and applications for wells, septic systems, roads and/or driveways.

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Proposed 2004 Budget Revised

Line No.	ITEM DESCRIPTION	Spent To Date	YEAR 2004 Subtotal	YEAR 2004 Total	Additional Needed	YEAR 2003 TOTALS Subtotals	YEAR 2003 TOTALS Totals	Notes	YEAR 2002 TOTALS Subtotals	YEAR 2002 TOTALS Totals
1	**Income**	24527		**75,870**			**76,971**			**75,481**
2	**Expenses:**			**75,870**			**96,140**			**82,110**
3	Business Expenses	557		**8,170**			**9,854**			**6,748**
4	Banking fees	13	100			101			13	
5	Gifts & donations	0	0			1000			0	
6	Insurance	0	6,100			6079			5248	
7	Licenses	0	30			15			30	
8	Lien Filing	0	600			1038			968	
9	Rentals	115	400			630			135	
10	Sanitation Bond Refunds	0	700			750			250	
11	Taxes	50	240			241			106	
12	Office Expenses	2,036		**2,200**			**4089**			**2,420**
13	Copying	692	750			1050			464	
14	Postage	763	550			1395			544	
15	Office Supplies	105	500			513			484	
16	Misc. Expenses	220	100			40			390	
17	Refreshments	234	300			329			263	
18	Petty cash account		0			763			275	
19	Professional Fees	8,215		**16,700**	**10,700**		**17349**			**10,046**
20	Accountant	116	100			95			85	
21	Bookkeeper	3,227	3,000			3024			2796	
22	Legal Council	688	1,100		1,900	2302			1126	
26	Manager		0						0	
27	Secretary	2,064	7,500			7503			5548	
28	Professional fees		**5,000**							
29	Independent Contractors	2,772	4,000		8,000	3453			0	
30	Treasuerer	148	300		300	291			323	
31	Web Site	1,306	700		500	681			168	

GLA 01641

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2004 Budget Revised

Line No.	ITEM DESCRIPTION	Spent To Date	YEAR 2004 Subtotal	YEAR 2004 Total	Additional Needed	YEAR 2003 TOTALS Subtotals	YEAR 2003 TOTALS Totals	Notes	YEAR 2002 TOTALS Subtotals	YEAR 2002 TOTALS Totals
32	Road Repairs & Maintenance	10,403		**38,500**	**10,500**		**52309**			**51,995**
33	Loan payment	7,556	30,000			29625			29601	
34	Road Maintainence	0	**4,500**		**1,000**	6694			5547	
35	Misc. Maintenance	2,538	2,700			2552			3205	
36	Misc. Supplies	0	300			62			871	
37	Weed control	0	1,500		1,000	4080			1471	
38	Road Grading	0	1,150		6,850	7780			11738	
39	Snow removal	2,564	**2,850**		**2,650**	**8210**			**5110**	
40	Snow Plowing	1,552	1,600		2,400	6182			2923	
41	Sanding	1,012	1,000			1478				
42	Snow fences	0	0			0			193	
43	Materials, sand	0	250		250	550				
44	General Expenses	168		**600**	**1,600**		**3118**			**1,533**
45	Cleanup Day	0	0		900	450			743	
46	Equipment Repair & Maint.	120	300		700	1769				
47	Miscellaneous	48	300			899			789	
48										
49	Misc. Projects	4,154		**9,700**	**2,000**		**9421**		**9367**	**9,367**
50	Snow Plow	4,000	4,000			938				
51	Master Plan		**3,700**		**1,000**	100				
52	Legal fees	0	1,000							
53	Postage	0	750		800					
54	Copies	0	750		500					
55	Contractors	0	1,000		1,000					
56	Misc	154	200							
57	Guardrails		0		1,000	1262				
58	Recreation Area	154	2,000			7122				
	Net Income			**0**	**24,800**		**(19,169)**			**(6,630)**

GLA 01642

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Proposed 2005 Budget Revised

Line No.	ITEM DESCRIPTION	YEAR 2005 PROPOSED Subtotal	YEAR 2005 PROPOSED Total	Additional Needed	YEAR 2003 TOTALS Subtotals	YEAR 2003 TOTALS Totals	Notes	YEAR 2002 TOTALS Subtotals	YEAR 2002 TOTALS Totals
32	Road Repairs & Maintenance		**43,000**	**6,500**		**52309**			**51,995**
33	Loan payment	30,000			29625			29601	
34	Road Maintainence	**5,000**		**500**	6694			5547	
35	Misc. Maintenance	2,700			2552			3205	
36	Misc. Supplies	300			62			871	
37	Weed control	2,000		500	4080			1471	
38	Road Grading	3,000		5,000	7780			11738	
39	Snow removal	**5,000**		**1,000**	**8210**			**5110**	
40	Snow Plowing	3,000		1,000	6182			2923	
41	Sanding	1,500			1478				
42	Snow fences	0			0			193	
43	Materials, sand	500			550				
44	General Expenses		**1,300**	**900**		**3118**			**1,533**
45	Cleanup Day	0		900	450			743	
46	Equipment Repair & Maint.	1,000			1769				
47	Miscellaneous	300			899			789	
48									
49	Misc. Projects		**6,640**	**2,400**		**9421**		**9367**	**9,367**
50	Snow Plow				938				
51	Master Plan	**3,200**		**1,400**	100				
52	Legal fees	1,000							
53	Postage	500		200					
54	Copies	500		200					
55	Contractors	1,000		1,000					
56	Misc	200							
57	Guardrails	1,440		1,000	1262				
58	Recreation Area	2,000			7122				
	Net Income		**50**	**16,100**		**(19,169)**			**(6,630)**

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4/19/04 (3)

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Proposed 2005 Budget Revised

Line No.	ITEM DESCRIPTION	YEAR 2005 PROPOSED Subtotal	YEAR 2005 PROPOSED Total	YEAR 2005 PROPOSED Additional Needed	YEAR 2003 TOTALS Subtotals	YEAR 2003 TOTALS Totals	Notes	YEAR 2002 TOTALS Subtotals	YEAR 2002 TOTALS Totals
1	**Income**		**83,460**			**76,971**			**75,481**
2	**Expenses:**		**83,410**			**96,140**			**82,110**
3	Business Expenses		**8,170**			**9,854**			**6,748**
4	Banking fees	100			101			13	
5	Gifts & donations	0			1000			0	
6	Insurance	6,100			6079			5248	
7	Licenses	30			15			30	
8	Lien Filing	600			1038			968	
9	Rentals	400			630			135	
10	Sanitation Bond Refunds	700			750			250	
11	Taxes	240			241			106	
12	Office Expenses		**2,200**			**4089**			**2,420**
13	Copying	750			1050			464	
14	Postage	550			1395			544	
15	Office Supplies	500			513			484	
16	Misc. Expenses	100			40			390	
17	Refreshments	300			329			263	
18	Petty cash account	0			763			275	
19	Professional Fees		**22,100**	**6,300**		**17349**			**10,046**
20	Accountant	100			95			85	
21	Bookkeeper	3,000			3024			2796	
22	Legal Council	1,700		1,300	2302			1126	
26	Manager	0						0	
27	Secretary	7,500			7503			5548	
28	Professional fees	9,800							
29	Independent Contractors	8,000		5,000	3453			0	
30	Treasurer	600			291			323	
31	Web Site	1,200			681			168	

GLA 01644

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

May 3, 2004

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1. **Call to Order, Prayer**

The meeting was called to order by David Tonkin at 7:17 p.m., at Golden Ratio Woodworks. Philip gave the opening prayer.
PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Philip Hoag, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)
ABSENT:
PROXIES:
ALSO ATTENDING: Denise Orr (GLA secretary)

2. **Reading and Disposition of the Minutes**

April 5, 2004 Meeting Minutes
MOTION: JT motioned and Pamela seconded to approve the April 5, 2004 meeting minutes as written. Motion carried.

November 15, 2003 Annual Meeting for Glastonbury Landowners
MOTION: Philip motioned and Charlotte seconded to approve the November 15, 2003 annual meeting minutes for Glastonbury Landowners as written. Motion carried.

3. **General Business**

3.1 Old Business
ACTION ITEM – 2004 Budget & Paving. Tabled.
ACTION ITEM – Send letter re: rabies shots for pets. Tabled.

4. **Report of Officers and Committees**

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia distributed the "April 2004 Bank Transactions," "Balance Sheet As of April 30, 2004" and "Income and Expense Budget Overview; January through April 2004" to the Board for review.

4.1.1 Old Business. None.
ACTION ITEM – Send LaShomb letter to Denise. Tabled.
ACTION ITEM - Send copies of L. Ullrich correspondence to Denise. Tabled.

4.1.2 New Business. None.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business
ACTION ITEM – Status of Gelderloos shop construction. **Tabled.**
ACTION ITEM – Send approval notice to P. May and refund her $250 sanitation bond. **Done.**
ACTION ITEM - Send final approval notice to Wallace (36-C/SG) and transfer sanitation bond to his new construction on 36-D/SG. **Done.**

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Draft(s): 05 05 04; 05 13 04; 05 18 04-FINAL
Approved: 06 07 04:

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ACTION ITEM - Send preliminary approval notice of Wallace for 36-D/SG. **Done.**

Parcel 56 (NG), Kathleen Rakela - Sign Application. The Board discussed Kathleen's new letter, dated April 9, 2004 and sign application. The letter states: (1) The information that the GLA received from the sheriff's office concerning the vandalism of her statues as being a misdemeanor, etc., was inaccurate; (2) The crime was actually a felony which carries a 5-year statutes of limitation for the conviction and prosecution of the violator; and (3) A request that the GLA review her sign application again.
MOTION: Philip motioned and Pamela seconded to write to Kathleen Rakela asking her to provide a written statement from the sheriff's department that the vandalism is a felony and carries five-year statutes of limitation before the Board can act on her request. Motion carried.
AMENDMENT TO MOTION: Cynthia motioned and Charlotte seconded that our lawyer review the letter prior to sending it to Kathleen. Motion did not carry. (8-Not in favor; 2- In favor).

Parcel 97 & 98 (SG) Kathleen Ramp - Building Application for Commercial Development of 3 Houses, 8 Cabins and an Event Center. David noted that it appears that Kathleen Ramp's subdivision has not been approved by the county. Pamela will research again to see if the property was divided by family conveyance.
MOTION: Edwin motioned and Philip seconded to send a written response to Kathleen Ramp regarding her building application on Parcels 97 & 98 as follows: The GLA is in the process of reviewing your building application. Before completing our review, we will need documentation that division of property has occurred and has been approved by the County. CC to: Gerald Dubiel. Motion carried.

Parcel 22-E (SG), SG Teaching Center (Neil Kremer) – Meditation Building Application
The Board discussed that Neil needs to provide documentation that the building is approved by state and county for either private or public use.
MOTION: Pamela motioned and James seconded to approve the Parcel 22-E meditation building on the condition that Neil Kremer provides required approval from appropriate local or state agencies for the project, including electrical, water and sewer systems. Neil must also submit a drawing for the parking lot, which the GLA must review before approving. Motion carried

Parcel 26 (NG), Graafland – Subdivision Application for Final Approval
MOTION: Philip motioned and James seconded to grant final approval to P. Graafland's Parcel 26 (NG) Subdivision application. Motion carried.
County Commissioners/Subdivisions
The Board discussed the importance of having the County Commissioners agree that they will not approve a subdivision until the GLA has approved it. Philip volunteered to draft a letter to Ed Schilling and the County Commissioners regarding this procedure and follow up with a

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Draft(s): 05 05 04; 05 13 04; 05 18 04-FINAL
Approved: 06 07 04:

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phone call to Ed. Letter should include a copy of Section IV, 9.01-9.05 of the Glastonbury Covenants.

Parcel 83 (SG) Everett Johnston – Letter of Application for Construction of Cabin
James presented Everett Johnston's letter application for constructing an 840 sf cabin. James indicated that he asked Everett to use GLA's application forms. The Board discussed the letter application and agreed that Everett would be required to: (1) Flag his property line between Parcel 83 and 84 (SG); (2) Submit to the GLA a plat map showing the location of the cabin and the driveway; and (3) Apply for use of the surface water per Section 5.11 of the Covenants. James will inform Everett of the above.

Everett Johnston's Gate on Hercules Road: It was reported that Johnston built a gate on Hercules Road without GLA authorization. The Board agreed that the GLA will write to Johnston stating: (1) The GLA is the only party authorized to put up gates on platted roads in Glastonbury; (2) The GLA would be open to allowing the gate to remain provided Everett submits an application for the gate to the GLA; otherwise it needs to be removed, and (3) The gate needs to remain open except during the normal hunting season, and it may not be locked at any time.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – Caspari Way. **Road Repairs:** David reported that he spoke with Judith (from the Church) who stated the Church appears to be willing to remove the material sloughing on Caspari Road. David explained that the GLA had originally requested the Church's repairs should include installing a culvert. On further inspection, it was found that John Alexander's driveway was blocking runoff from flowing to an existing culvert. Therefore, it was agreed that Alexander is responsible to re-grade his driveway or install a culvert to solve the ponding issue.

Guardrails: David reported that Judith (from the Church) suggested that the landowners who use Caspari Road to get to their property should handle the guardrail expense. These landowners include the Church (2 parcels), Henry Lee and John Alexander. John Alexander will need to be approached concerning this matter.

ACTION ITEM – Send last year's weed spraying bill to county for refund. Tabled.

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business.

ACTION ITEM – Status of Parcel 32 (NG) Ullrich. Tabled.
ACTION ITEM – Status of removing rock pile above culvert. Tabled.
ACTION ITEM – Status of Cleanup on Hansard property. Tabled.

File: MtgMins 05 03 04 Rev1.doc
Draft(s): 05 05 04; 05 13 04; 05 18 04-FINAL
Approved: 06 07 04:

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ACTION ITEM – Status of Nye's dog complaint. Tabled.
ACTION ITEM – Find names and address of others needing dog letter. Tabled.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – Determine the GLA board members who will attend each neighborhood meeting. (For detailed information regarding neighborhood meetings, see the April 26, 2004 Master Plan Neighborhood Meeting Announcement sent to all landowners attached.) The Board agreed that the following board members will attend the meetings.

Hosts for South Glastonbury	**Hosts for North Glastonbury**
Area 1 – David	Area 1 – Charlotte, Edwin & Philip
Area 2A – JT	Area 2 – James & Janet
Area 2B – Pamela & Orlando	Area 3 – Philip & Edward

Materials to Be Provided to Neighborhood Meeting Hosts

(1) An agenda
(2) Sign-in sheet
(3) Poster board for notes
(4) Maps of the neighborhood areas
(5) List of subdivisions
(6) List of parcels/names of owners for the host's specific neighborhood
(7) Current Master Plan (Rev. 3)

Neighborhood Meeting Agenda

(1) Opening prayer
(2) Hosts announces meeting will last 2 hours. (Host may decide, based on his/her and attendees' timelines, if meeting will last longer.)
(3) Personal introductions
(4) Discuss desired modifications to density tables and record voting results
(5) Discuss allowing triplexes & quadplexes on parcels contiguous to the village center land and record voting results.
(6) Discuss additional issues that attendees decide upon as time allows. If additional issues come up that cannot be discussed, a list of these issues can be submitted to the GLA board.

ACTION ITEM - Subdivision and Reclamation Standards. Tabled.

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4.5.2 New Business.

David reported that Judith (from the Church) stated that the Church is not willing to pay the GLA the $15,000 matching funds for the Master Plan. The agreement originally involved paying the GLA in matching funds. The Church *will* pay for Master Plan expenses when the GLA submits the appropriate receipts and documents.

David reported that Judith is willing to meet on May 17, 2004 with a couple of Board members to discuss what might be the Church's plan for the village centers. The Board suggested the GLA send a letter to Judith listing the issues to be discussed at the meeting and copying the Church's presidents. If it becomes apparent that there is no resolution on the more important items (E.g. mineral and water rights) the GLA Board may decide to address the Church Board directly concerning these issues. The agenda items to be discussed at the meeting would be:

1) The North Glastonbury and South Glastonbury Village Center Areas
2) Water Rights
3) Mineral Rights
4) Summit University College
5) Discuss and resolve past problems/misperceptions between the GLA and the Church

The GLA board also discussed researching whether GLA currently has title to all of Sirius Road. If GLA does not have title, this issue should be added to the agenda list for the above meeting.

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson, Kristen Hardesty

4.6.1 Old Business

ACTION ITEM - Status Report on legal formation of PVRC. Tabled.
ACTION ITEM – Filing Parcel 16-A as part of Glastonbury. Tabled.

4.7 Web Site Committee: Edward Anderson, Chair . No report

4.8 Clean-up Committee – No current Chair. No report

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson(NG). No report

5. Other Business

ACTION ITEM – List of points to consider regarding shelter insurance. Tabled.
ACTION ITEM – Filing Resolution to include Parcels 23-A (SG) & 14-A (NG) in Glastonbury. Tabled

6. Next Meeting and Adjournment

The meeting was adjourned at 10 p.m. with no further business. The next meeting will be held on June 7, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

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NEW ACTION ITEMS:

AR050504.1 Denise to send letter to Kathleen Rakela re: sign application. **Done.**

AR050504.2 Pamela to research Ramp division of property to determine if it's a family conveyance. **Done.**

AR050504.3 Denise to send letter to K. Ramp re: building application for 97 & 98 (SG). **Done.**

AR050504.5 Pamela to speak to N. Kremer re: Parcel 22-E (SG) Meditation Building application. **Done.**

AR050504.6 Denise to send letter to N. Kremer re: Parcel 22-E (SG) Meditation Building application. **Done.**

AR050504.7 Denise to send final approval to Graafland re: Parcel 26 (NG) subdivision application. **Done.**

AR050504.8 Philip to draft letter to Ed Schilling and the County Commissioners re: GLA subdivision approval policy and send to David and Denise.

AR050504.9 Philip to call Ed Schilling after letter to County Commissioners re: GLA subdivision approval policy has been sent.

AR050504.10 James to contact E. Johnston re: building application on Parcel 83 (SG). **Done.**

AR050504.11 Denise to send letter to E. Johnston re: building application on Parcel 83 (SG).

AR050504.12 Denise to draft letter to E. Johnston re: gate on Hercules Road. **Done.**

MP050504.1 David/Denise: Draft, xerox and deliver meeting materials to neighborhood hosts. **Done.**

MP050405.2 David to send letter to Judith re: agenda for meeting with her on May 17.

MP050405.3 Pamela to research if the GLA has the title to or an easement on Sirius Way

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
May 3, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   April 5, 2004 Minutes
   November 2003 Annual Mtg Minutes

3. **General Business**
   3.1 Old Business
   ACTION ITEM - 2004 Budget & Paving
   ACTION ITEM – *[Denise]* Send letter re. rabies shots for pets

4. **Report of Officers and Committees**
   4.1. Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1. **Old Business**
   ACTION ITEM – Send LaShomb ltr to Denise
   ACTION ITEM – Send copies of L. Ullrich correspondence to Denise

   4.1.2. **New Business**

   4.2. **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
   4.2.1. **Old Business**
   ACTION ITEM – *[James]* Status of Gelderloos shop construction
   ACTION ITEM – *[Denise/Cynthia]* Send approval notice to May and refund her $250 sanitation bond
   ACTION ITEM – *[Denise/Cynthia]* Send final approval notice to Wallace (36-C SG) & transfer sanitation bond to his new construction on 36-D SG
   ACTION ITEM – *[Denise]* Send preliminary approval notice to Wallace for 36-D SG

   4.2.2. **New Business**
   Parcel 56 NG, Rakela – Sign application
   Parcel 97 & 98 SG, Kathleen Ramp – Building application
   Parcel 22-E SG, SGTC – Building application
   Parcel 26 NG, Graffland - Subdivision

   4.3. **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
   4.3.1. **Old Business**
   ACTION ITEM – *[David]* Caspri Way
   ACTION ITEM – *[Cynthia]* Send last years weed spraying bill to county for refund

   4.3.2. **New Business**

   4.4. **Complaint Committee Report** – Charlotte Mizzi – Chair
   4.4.1. **Old Business**
   ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
   ACTION ITEM – *[David]* Status of removing rock pile above culvert
   ACTION ITEM – *[David]* Status of Cleanup on Hansard property

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ACTION ITEM – *[David]* Status of Nye's dog compliant
ACTION ITEM – *[David]* Find names and address of others needing dog letter

4.4.2. **New Business**

4.5. **Land Use Master Plan Committee Report** – Charlotte Mizzi, Chair
4.5.1. **Old Business**
ACTION ITEM – Determine Board Member attending each Neighborhood
ACTION ITEM – Subdivision and Reclamation Standards

4.5.2. **New Business**

4.6. **Recreation Committee Report** – Janet Naclerio – Chair
4.6.1. **Old Business**
ACTION ITEM – Status Report on legal formation of PVRC
ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury

4.6.2. **New Business**

4.7. **Web Site Committee Report** - Edward Anderson, Chair
4.7.1. **Old Business**
ACTION ITEM – Sending letters to Realtors *[Denise]*

4.7.2. **New Business**

4.8. **Clean-up Committee Report** –, Chair

4.9. **Ombudsman Report** – Jeanie Campbell (SG) & Richard Johnson (NG)

5. **Other Business**
5.1. Shelter Insurance *[Orlando]*
ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*
ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. **Next Meeting and Adjournment**

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Glastonbury Landowners Association, Inc.
Balance Sheet
As of April 30, 2004

	Apr 30, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	14,007.14
1st National Bank Savings	7,714.10
Total Checking/Savings	21,721.24
Accounts Receivable	
Accounts Receivable	91,840.01
Total Accounts Receivable	91,840.01
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	112,987.75
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**112,988.75**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,040.66
Net Income	46,220.37
Total Equity	-131,323.56
TOTAL LIABILITIES & EQUITY	**112,988.75**

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through April 2004

	Jan - Apr '04	Budget	$ Over Budget
Income			
1. General Income			
1. Church, for Road Paving Loan	581.26		
2. Interest Income	15.45		
4. Sanitation Bond Account	500.00		
1. General Income - Other	0.00	25,290.00	-25,290.00
Total 1. General Income	1,096.71	25,290.00	-24,193.29
2. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	150.00		
05. Dwelling Assessment 2001	140.00		
06. Dwelling Assessment 2002	355.00		
07. Dwelling Assessment 2003	671.90		
08. Dwelling Assessment 2004	12,651.03		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	150.00		
13. Land Assessment 2001	140.00		
14. Land Assessment 2002	475.00		
15. Land Assessment 2003	971.90		
16. Land Assessment 2004	21,440.41		
2. Assessments - Other	120.00		
Total 2. Assessments	37,745.24		
3. Late Fees/Finance Charges			
1. Finance Charges	211.00		
2. Five Percent Penalty	46.50		
Total 3. Late Fees/Finance Charges	257.50		
Total Income	39,099.45	25,290.00	13,809.45
Expense			
A. Business Expenses			
1. Banking Fees	25.00		
3. Licenses	15.00		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	380.00		
A. Business Expenses - Other	0.00	2,723.32	-2,723.32
Total A. Business Expenses	835.00	2,723.32	-1,888.32
B. Office Expense			
1. Copying	712.27		
2. Postage	787.81		
3. Office Supplies	109.94		
4. Misc. Expenses	220.26		
5. Refreshments	234.06		
B. Office Expense - Other	0.00	733.32	-733.32
Total B. Office Expense	2,064.34	733.32	1,331.02
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,533.00		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3. Legal Council - Other	953.35		
Total 3. Legal Council	2,757.25		
4. Professional Fees	3,580.37		
5. Secretarial	2,778.00		
6. Treasurer	480.00		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	5,566.64	-5,566.64
Total C. Professional Fees	12,542.02	5,566.64	6,975.38
D. Road Repairs & Maintenance			
1. Loan Payment	7,556.32		
2. Road Maint.	282.50		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	12,833.32	-12,833.32

GLA 01656

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through April 2004

	Jan - Apr '04	Budget	$ Over Budget
Total D. Road Repairs & Maintenance	10,403.32	12,833.32	-2,430.00
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	48.00		
E. General Expenses - Other	0.00	200.00	-200.00
Total E. General Expenses	168.00	200.00	-32.00
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,075.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	246.00		
2. Master Plan - Other	24.00		
Total 2. Master Plan	315.96		
4. Recreation Area	79.74		
F. Misc. Projects - Other	0.00	3,233.32	-3,233.32
Total F. Misc. Projects	4,471.14	3,233.32	1,237.82
H. Discount	435.21		
Total Expense	30,919.03	25,289.92	5,629.11
Net Income	8,180.42	0.08	8,180.34

GLA 01657

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

June 7, 2004

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1. **Call to Order, Prayer**

The meeting was called to order by David Tonkin at 7:20 p.m., at Golden Ratio Woodworks. Charlotte gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), , Edward Anderson, Philip Hoag, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)
ABSENT: Janet Naclerio (Secretary), Cynthia Blocker (Treasurer)
PROXIES: Janet Naclerio (Secretary) to James Kozlik
ALSO ATTENDING: Denise Orr (GLA secretary), Ronda Alexander (landowner)

2. **Reading and Disposition of the Minutes General Business**

May 3, 2004 Minutes

MOTION: Edward Anderson motioned and Edwin Johnson seconded to approve The May 3, 2004 meeting minutes Motion carried.

April 19, 2004 Budget Meeting Minutes

MOTION: Charlotte Mizzi motioned and Edward Anderson seconded to approve the April 19, 2004 meeting minutes. Motion carried.

3. **General Business**

3.1 Old Business

ACTION ITEM - 2004 Budget & Paving, Tabled.

ACTION ITEM – Draft letter re. rabies shots for pets. Done.

ACTION ITEM – *[David]* Status of mtg w/ Judith Filbert. Tabled.

ACTION ITEM – *[Pamela]* Status of research on ownership of Sirius Way. Tabled.

3.2 New Business

Contractor Waiver Policy and Family Conveyances

David reported that some landowners have received inaccurate information from Board members concerning GLA policies, specifically related to the contractors waiver policy and family conveyances. He clarified that when a landowner receives a contractor's waiver, he/she is not eligible to receive the votes that would represent the parcels for which assessment waivers have been granted. Re: the family conveyance issue: State has a regulation that any parcel of 160 acres or less can be conveyed to family members. Park County requires family members to sign affidavits which state that they won't sell their properties for two years. David urged the Board to study the Covenants, and if ever they are not 100% certain about a policy, to research it before offering a definitive statement.

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David also reported that Section 9.01 of the GLA Covenants states that "conveyances" must be reviewed and approved by the GLA Board.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
On behalf of Cynthia, Pamela passed out the "May 2004 BankTransactions for 2004" and "2004 List of Delinquent Accounts-GLA." Pamela explained that Clare was unable to submit "Balance Sheet As of May 30, 2004" and "Income and Expense Budget Overview January through May 2004" due to personal emergencies; Clare will forward these to David, Cynthia and Denise in near future.

4.1.1 Old Business
ACTION ITEM – Send LaShomb ltr to Denise. Done.

ACTION ITEM – Send copies of L. Ullrich correspondence to Denise. Done.

4.1.2 New Business. None.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business
ACTION ITEM – Status of Parcel 33-A/ Paul Gelderloos' Shop Construction. The Board discussed that the shop is completed, but it appears as though an appartment may be being added to the shop . This apartment addition to the Gelderloos garage has not been approved by the GLA and an application needs to be submitted.
MOTION: James Kozlik motioned and James Trisdale seconded to send Gelderloos a letter that states if he plans to construct an additional apartment or extension to his shop, he will need to submit an application that is approved by the GLA Board before proceeding with the construction. Motion carried.
ACTION ITEM – Send letter to Rakela re: Sign on 56 NG. Done.

ACTION ITEM – Send approval notice to Neil Kremer (22-E SG). Done.
David reported that Neil gave him a building permit from the State that approved his project. James reviewed this permit and pointed out that it is only a building permit and that it states that Neil is not in compliance with electrical permits, etc.
MOTION: Philip motioned and JT seconded to grant approval on the construction of the meditation center on 22-E on the conditions that: (1) He submits parking lot plans; and (2) If, in the future, he decides to put in an electrical or septic system, he needs to submit the proper permits from the County and/or State to the GLA Board for approval. Motion carried.

ACTION ITEM – Send final approval notice to Graffland for 26 NG. Done.

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ACTION ITEM – Parcel 97 & 98 (SG)/ Kathleen Ramp Building Application for Commercial Development of 3 Houses, 8 Cabins and an Event Center. Pamela acquired "Fire Protection Guidelines for Wildland Residential Interface Development" (July 1993) as research for standards of approval for the Ramp building application in High South. She distributed to the Board a list of questions that the Board may wish to ask Ramp regarding her project. The Board reviewed the list and agreed to send a follow up letter to Ramp.
MOTION: Charlotte motioned and Edwin Johnson seconded to send a letter to Kathleen Ramp which states (1) No construction work on her application for Parcel's 97 & 98 can commence until she submits final subdivision application and receives GLA Board approval of that application; (2) The owner who holds title to a lot must submit a separate application for each construction project on his/her lot and must specify whether the project will be for commercial or residential use and include details concerning this use; and
(3) Include the "Fire Protection Guidelines for Wildland Residential Interface Development" document so that Ramp will be aware of the State's guidelines. Motion carried.
ACTION ITEM –Parcel 83 (SG)/Everett Johnston Cottage Application. David reported that Everett had told him he was withdrawing his application and James reported that Everett was changing the location of his construction.
MOTION: Edward motioned and Pamela seconded to send a letter to Everett informing him that he will need to complete and submit a new application for his new project site. Motion carried.

ACTION ITEM: Parcel 37 (NG)/Randolph Mack-Missing Project Application Forms. James reported that he contacted Randolph last year and gave him project application forms and requested that he submit completed forms for Randolph's newly constructed building on his property. As of this date, the GLA has not received completed forms for Randolph's new building.
MOTION: James Kozlik motioned and James Trisdale seconded that a letter be sent to Randolph Mack asking him to complete the project application forms that James Kozlik gave to him for the new building on Parcel 37 (NG). Motion carried.

ACTION ITEM – Draft & send letter regarding gate across Hercules to Johnston. **Done.**

ACTION ITEM – Draft letter to County re. subdivision approval. **Done.** David read draft to the Board who agreed that the letter could be sent to the County Planner, Planning Board and Commissioners.

4.2.1 New Business

Parcel 45 (NG)/Lorraine Bodeaux: James reported that Lorraine submitted a subdivision

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application to him today (signed only by Lorraine) and then retracted it. Lorraine is a tenant in common of the property and her survey has never been registered.
MOTION: Charlotte Mizzi motioned and Edwin Johnson seconded to inform Lorraine Bodeaux that: (1) She and the joint owners of her parcel need to come into agreement and submit a subdivision application for the parcel

Parcel 92 (SG)/James & Marie Kelly Building application.
James Kozlik reported that he visited the Kelley's construction site. The Board discussed items that were missing from the Kelley's application.
MOTION: Philip Hoag motioned and James seconded to give the Architectural Committee the authority to approve Kelly's construction application provided he submits a topographical site plan which shows setbacks, electrical & septic systems, wells, the distance between the septic system and well, the drain field, the driveway, the easements and boundaries. Additional conditions for approval include: electrical and septic system permits are obtained , the disturbed land must be seeded after construction and the $250.00 Sanitation Bond must be submitted to the GLA. Motion carried.

Parcel 53 (SG)/Craig K. Lannes Garage Construction.
The Board discussed that a garage being constructed on parcel 53 SG. Pamela agreed to put up a "Stop Construction" sign on the home and to research who the owner might be.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – Caspari Way Guardrails: David reviewed that the Church is unwilling to pay for the entire expense for guardrail construction and is proposing that the landowners on Caspari Way share the expense. The Church (who owns two parcels) and Henry Lee (who owns one parcel) have agreed to share the expense. Ronda Alexander (who shares ownership on the fourth parcel with her husband, John) stated that she and her husband have not been approached about this expense. She indicated that she and John would not agree to help pay for the guardrails and explained that they are in the process of negotiating with the Church regarding an exchange of their property for assistance in clean up of their property.

ACTION ITEM – *[James]* Send last years weed spraying bill to county for refund. Tabled.

4.3.1 New Business

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG)/Kathleen Ulrich. David reported that Kathleen has not submitted a clean-up plan and that he is in the process of trying to assist her by developing a plan for her to sign and submit to the board that will include a timeline and a clause giving the

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GLA the legal authority to proceed with the cleanup if the timeline isn't met. Philip will have our attorney review the wording giving the GLA legal authority to cleanup the property if Kathleen does not complete it by the date in the clean-up plan.

Edward reported that Daniel Woodriff's clean-up has been progressing; he has been steadily taking down his tents and removing his debris.

ACTION ITEM – *[David]* Status of removing rock pile above culvert. Tabled.

ACTION ITEM – Status of Cleanup on Donald Hansard property. Philip reported that Hansard's phone has been disconnected. Denise reported that Hansard's address has changed as well and she will research new phone number for Philip.

ACTION ITEM – *[David]* Status of Nye's dog complaint. Tabled

ACTION ITEM – *[David]* Find names and address of others needing dog letter. Tabled.

ACTION ITEM – Removal of Jerome Tweedy Bus: Jerome has not removed his bus as he had agreed to do. Board discussed steps that must be taken to facilitate its removal.
MOTION: Charlotte motioned and James Trisdale seconded to send Jerome Tweedy a notice to remove his bus within 10 days or GLA will have it removed by the Sheriff's Department. In addition, Jerome will be charged for any expense that the GLA might incur through this action. Motion carried.

ACTION ITEM: Removal of Paul Rantallo's Trailer. The GLA received a letter from Paul Rantallo, dated May 9, 2004, stating that his trailer will be removed in June 2004. (letter attached)
MOTION: Philip motioned and James Trisdale seconded to send Paul Rantallo a response to his May 9, 2004 letter which states that the GLA Board expects his trailer to be removed by June 30, 2004 or it will have to proceed with legal action. Motion carried.

4.4.2 New Business

Revisit Dog Issue from March Mtg. Tabled.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – Review results of Neighborhood meetings. Representative from some of the meetings gave brief reports. Approved minutes from the meeting were requested from each meeting host.

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*[I suggest that we not include these reports as the meeting minutes for each meeting will more completely cover what was stated in each meeting and because these do not represent decisions by the board.]*Definition of Cottage Industry, etc. Pamela May presented from her researched definitions for cottage industry and light manufacturing .

ACTION ITEM – Subdivision and Reclamation Standards. Tabled.

4.5.2 New Business.
Newsletter: Ronda and another landowner are interested in putting together a community newsletter that can be periodically sent to Glastonbury landowners. The Board expressed interest and requested Ronda send them a proposal about the newsletter.

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson, Kristen Hardesty
4.6.1 Old Business
ACTION ITEM – Status Report on ability to become a charitable organization. Tabled.
ACTION ITEM – Status of legal formation of PVRC. Tabled.
ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury. Tabled.

4.6.2 New Business. None.

4.7 Web Site Committee: Edward Anderson, Chair
4.7.1 Old Business. None.
4.7.2 New Business. None.

4.8 Clean-up Committee: .
4.8.1 Old Business. None.
4.8.2 New Business. None.

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson (NG)
4.9.1 Old Business. None.
4.9.2 New Business. None.

5. Other Business
5.1 Shelter Insurance *[Orlando]*
ACTION ITEM – *[Orlando & Philip]* List of points to consider regarding shelter insurance. Tabled.

ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. Tabled.

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6. Next Meeting and Adjournment

The meeting was adjourned at 10 p.m. with no further business. The next meeting will be held July 12, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

TR060704	Pamela to ask Clare to forward copies of Income and Expense Budget Overview January through May 2004" to Cynthia, Denise and David. **Done.**
GB060704.1	David review draft letter re. rabies shots for pets. **Done**
AR060704.1	Denise send application letter to Paul Gelderloos. Cancelled based on GLA receiving application from Gelderloos.
AR060704.2	Denise to send Board's message to Kathleen Ramp; include Fire Protection document. **Done.**
AR060704.3	Denise to xerox "Fire Protection Guidelines for Wildland Residential Interface Development" (July 1993) and send to each Board member to review. **Done.**
AR060704.4	Architectural Committee to review "Fire Protection Guidelines for Wildland Residential Interface Development" (July 1993) and to propose what guidelines might be incorporated into our standards.
AR060704.5	Denise send message to Everett Johnston re: building application. **Done.**
AR060704.6	James Kozlik to put up a stop construction sign on Everett Johnston's property. **Done.**
AR060704.7	Send letter & application forms to Randolph Mack. **Done.**
AR060704.8	Denise to send Neil Kremer project approval. **Done.**
AR060704.9	Contact Lorraine Bodeaux. **Done.**
AR060704.10	Denise to send message to James & Marie Kelly re: application for Parcel 92 (SG). **Done**
AR060704.11	Pamela to put up "Stop Construction" sign on Parcel 53 (SG). **Done.**
CP060704.1	David to give Philip draft of Kathleen Ulrich clean-up plan. **Done**

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Approved: 09 13 04

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CP060704.2 Philip to consult attorney regarding wording in Kathleen Ulrich clean-up plan. **Done**

CP060704.3 Denise to research Hansard's new phone number.

CP060704.4 Send Jerome Tweedy notice letter. **Done**.

CP060704.5 Send Paul Rantallo notice letter. **Done**.

MP060704.1 Get approved meeting minutes for each neighborhood meeting.

MP060704.2 Pamela to send David and Denise original documentation of cottage industry information. **Done**

MP060704.3 Master Plan Committee to review Pamela's definitions of cottage industries, etc. and recommend to Board any changes that should be included in the Master Plan.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
June 7, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   May 3, 2004 Minutes
   April 19, 2004 Budget Meeting Minutes

3. **General Business**
   3.1 Old Business
   ACTION ITEM - 2004 Budget & Paving
   ACTION ITEM – *[Denise]* Draft letter re. rabies shots for pets
   ACTION ITEM – *[David]* Status of mtg w/ Judith Filbert
   ACTION ITEM – *[Pamela]* Status of research on ownership of Sirius Way

4. **Report of Officers and Committees**
   4.1. Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1. **Old Business**
   ACTION ITEM – Send LaShomb ltr to Denise
   ACTION ITEM – Send copies of L. Ullrich correspondence to Denise

   4.1.2. **New Business**

   4.2. **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
   4.2.1. **Old Business**
   ACTION ITEM – *[James]* Status of Gelderloos shop construction
   ACTION ITEM – *[Denise]* Send letter to Rakela for 56 NG
   ACTION ITEM – *[Denise/Pamela]* Send final approval notice to Kramer (22-E SG)
   ACTION ITEM – *[Denise]* Send final approval notice to Graffland for 26 NG
   ACTION ITEM – *[James/Pamela]* Ramp Building application
   ACTION ITEM – *[James]* Johnston Building application
   ACTION ITEM – *[Denise]* Draft letter regarding gate across Hercules to Johnston
   ACTION ITEM – *[Philip]* Draft letter to County re. subdivision approval

   4.2.2. **New Business**

   4.3. **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
   4.3.1. **Old Business**
   ACTION ITEM – *[David]* Caspri Way
   ACTION ITEM – *[James]* Send last years weed spraying bill to county for refund

   4.3.2. **New Business**

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4.4. **Complaint Committee Report** – Charlotte Mizzi – Chair
4.4.1. **Old Business**
ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
ACTION ITEM – *[David]* Status of removing rock pile above culvert
ACTION ITEM – *[David]* Status of Cleanup on Hansard property
ACTION ITEM – *[David]* Status of Nye's dog complaint
ACTION ITEM – *[David]* Find names and address of others needing dog letter

4.4.2. **New Business**
Revisit Dog Issue from March Mtg

4.5. **Land Use Master Plan Committee Report** – Charlotte Mizzi, Chair
4.5.1. **Old Business**
ACTION ITEM – Review results of Neighborhood mtgs
ACTION ITEM – Subdivision and Reclamation Standards

4.5.2. **New Business**

4.6. **Recreation Committee Report** – Janet Naclerio – Chair
4.6.1. **Old Business**
ACTION ITEM – Status Report on ability to become a charity organization
ACTION ITEM – Status of legal formation of PVRC
ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury

4.6.2. **New Business**

4.7. **Web Site Committee Report** - Edward Anderson, Chair
4.7.1. **Old Business**
ACTION ITEM – Sending letters to Realtors *[Denise]*

4.7.2. **New Business**

4.8. **Clean-up Committee Report** –, Chair

4.9. **Ombudsman Report** – Jeanie Campbell (SG) & Richard Johnson (NG)

5. **Other Business**
5.1. Shelter Insurance *[Orlando]*
ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*
ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. **Next Meeting and Adjournment**

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7/12/04 Updated

06/18/04

Glastonbury Landowners Association, Inc.
Balance Sheet
As of May 30, 2004

	May 30, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	16,150.08
1st National Bank Savings	7,717.35
Total Checking/Savings	23,867.43
Accounts Receivable	
Accounts Receivable	84,125.12
Total Accounts Receivable	84,125.12
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	107,419.05
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**107,420.05**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,400.66
Net Income	40,291.67
Total Equity	-136,892.26
TOTAL LIABILITIES & EQUITY	**107,420.05**

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06/18/04

7/12 updated

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January 1 through May 30, 2004

	Jan 1 - May 30, '04	Budget	$ Over Budget
Income			
1. General Income			
1. Church, for Road Paving Loan	581.26		
2. Interest Income	18.70		
4. Sanitation Bond Account	750.00		
1. General Income - Other	110.00	31,408.55	-31,298.55
Total 1. General Income	1,459.96	31,408.55	-29,948.59
2. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	180.00		
05. Dwelling Assessment 2001	140.00		
06. Dwelling Assessment 2002	366.29		
07. Dwelling Assessment 2003	913.25		
08. Dwelling Assessment 2004	13,815.38		
09.Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	180.00		
13. Land Assessment 2001	140.00		
14. Land Assessment 2002	486.30		
15. Land Assessment 2003	1,213.26		
16. Land Assessment 2004	24,856.55		
2. Assessments - Other	120.00		
Total 2. Assessments	48,773.03		
3. Late Fees/Finance Charges			
1. Finance Charges	211.90		
2. Five Percent Penalty	46.50		
Total 3. Late Fees/Finance Charges	258.40		
Total Income	50,491.39	31,408.55	19,082.84
Expense			
A. Business Expenses			
1. Banking Fees	25.00		
3. Licenses	15.00		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	380.00		
A. Business Expenses - Other	0.00	3,382.19	-3,382.19
Total A. Business Expenses	835.00	3,382.19	-2,547.19
B. Office Expense			
1. Copying	741.42		
2. Postage	787.81		
3. Office Supplies	109.94		
4. Misc. Expenses	220.26		
5. Refreshments	234.06		
B. Office Expense - Other	0.00	910.74	-910.74
Total B. Office Expense	2,093.49	910.74	1,182.75
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,533.00		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3. Legal Council - Other	953.35		
Total 3. Legal Council	2,757.25		
4. Professional Fees	4,252.37		
5. Secretarial	3,222.00		
6. Treasurer	648.00		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	6,913.41	-6,913.41
Total C. Professional Fees	13,826.02	6,913.41	6,912.61
D. Road Repairs & Maintenance			
1. Loan Payment	15,112.64		
2. Road Maint.	282.50		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	15,938.16	-15,938.16

GLA 01671

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January 1 through May 30, 2004

	Jan 1 - May 30, '04	Budget	$ Over Budget
Total D. Road Repairs & Maintenance	17,959.64	15,938.16	2,021.48
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	164.00		
E. General Expenses - Other	0.00	248.39	-248.39
Total E. General Expenses	284.00	248.39	35.61
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,075.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	276.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	469.96		
4. Recreation Area	123.73		
F. Misc. Projects - Other	0.00	4,015.57	-4,015.57
Total F. Misc. Projects	4,669.13	4,015.57	653.56
H. Discount	437.50		
Total Expense	40,104.78	31,408.46	8,696.32
Net Income	10,386.61	0.09	10,386.52

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2004 List of Delinquent Accounts-GLA

Reminder letters sent to all on 5/25/04-must call for a payment plan to be mailed to them.

Name	Parcel Number	Delinquent Amount	Current Amount Due	Total amount due	Paid in full	Signed Payment Plan received-date	Payment amount	
Cit Finance	SG-21-A	$ 240.00	$ 120.00	$ 360.00				
Diehl, Denise	SG 25-D	$ 318.11	$ 240.00	$ 558.11				
Dubiel, Gerald	NG32-B	$ 262.80	$ 240.00	$ 502.80		5/21/04	$ 50.00	
Duke, Rosanne	NG33-C	$ 284.88	$ 240.00	$ 524.88				
Eisvang,Jorn	SG0-63	$ 291.94	$ 120.00	$ 411.94				
Ryan Elvrom	NG-57-D	$ 268.80	$ 240.00	$ 508.80				
Hayward, Donald	SG-35C	$ 683.03	$ 360.00	$ 1,043.03				
Irwin, Simeon	NG44-B	$ 220.88	$ 240.00	$ 460.88				
Kaminski, Norene	NG-10-B	$ 172.60	$ 240.00	$ 412.60				
Leykamm, Manfred	SG 55	$ 268.80	$ 240.00	$ 508.80				
Lisota, Martin	SG50-A	$ 114.97	$ 240.00	$ 354.97				
Mayer, Zygmond	NG 45	$ 268.80	$ 240.00	$ 508.80				
Jon Olson	NG 31-W	$ 0.90	$ 240.00	$ 240.90	Paid			
Pinardo, Pedro	SG 32-C	$ 254.89	$ 240.00	$ 494.89				
Rojas, Carlos	SG 33-D	$ 480.00	$ 240.00	$ 720.00	Paid			
Simonson, Cathi	SG 25-E	$ 230.87	$ 240.00	$ 470.87				
Smith, William	NG42-A	$ -	$ 240.00	$ 240.00				
Smith, William	NG 54-A	$ 82.62	$ 120.00	$ 202.62				
Smith, William	NG 55-A	$ 491.11	$ 120.00	$ 611.11				
Ulrich, Linda	NG 33-F	$ 280.00	$ 240.00	$ 520.00		4/6/04	$ 100.00	
Van Unden, Kevin	SG 46-A	$ 299.89	$ 240.00	$ 539.89				
Woodruff, Justin	SG 22-D	$ 159.04	$ 240.00	$ 399.04	Paid			

C:\My Documents\GLA Delinquent Assessment 2004 DueBook1

GLA 01673

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Glastonbury Landowners Association
Board Member Proxy Notification

I, Agatha Blozhen,

give my proxy to Pamela Moy

for the GLA Board of Directors Meeting on 6-5-04.
date

signature

6-7-04
date

GLA 01674

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RESOLUTION NO 782

A RESOLUTION TO REBUTTABLY PRESUME THAT FAMILY TRANSFERS OF THREE OR MORE PARCELS IS AN EVASION OF THE PARK COUNTY EVASION CRITERIA AND REQUIRE THAT SUCH FAMILY TRANSFERS BE ACCOMPANIED BY AN AFFIDAVIT STATING THE FAMILY MEMBERS WILL NOT SELL THE PROPERTY FOR TWO YEARS.

WHEREAS, on May 22, 2000, the Park County Commission passed the Park County Subdivision Regulations including the Evasion Criteria outlined in Appendix I; and,

WHEREAS, the Evasion Criteria state that all exemptions to the subdivision regulations must meet the criteria for an exemption; and,

WHEREAS, the Evasion Criteria state that the use of a family conveyance to divide tracts of land which were created as part of an overall development plan exhibiting such characteristics as common roads, utility easements, restrictive covenants, open spaces or common marketing or promotional scheme may be rebuttably presumed to be adopted for purposed of evading the Act. A "pattern of development" occurs whenever three or more parcels of less than one hundred sixty acres with common covenants or facilities such as roads and utilities have been divided from the original tract; and,

WHEREAS, in order to prevent such evasions of the Park County Subdivision Regulations;

NOW THEREFORE BE IT RESOLVED:

All family transfers that contain three or more parcels with common covenants or facilities are rebuttably presumed to be an evasion of the Park County Subdivision Regulations and such family transfers will be required to either go through subdivision review or be accompanied by an affidavit attesting that the designated family member will not sell the property for two years.

Dated this 20 day of November 2002.
BOARD OF COUNTY COMMISSIONERS
OF PARK COUNTY

Ed Schilling, Chair

Dan B. Gutebier, Member

Ed Carrell, Member

Approved as to form and content:

Tara DePuy, Park County Attorney

Attest: Denise Nelson
Denise Nelson, Clerk and Recorder

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

July 12, 2004

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1. **Call to Order, Prayer**
   The meeting was called to order by David Tonkin at 7:23 p.m., at Golden Ratio Woodworks. Edwin gave the opening prayer.
   PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Edwin Johnson, Pamela May and James Trisdale (JT)
   ABSENT: Philip Hoag, Orlando Johnson. Charlotte Mizzi
   PROXIES: None.
   ALSO ATTENDING: Denise Orr (GLA secretary), Ronda Alexander (landowner).

2. **Reading and Disposition of the Minutes**
   June 7, 2004 Meeting Minutes Review. Tabled.

3. **General Business**
   3.1 Old Business
   ACTION ITEM – 2004 Budget & Paving – Tabled .

   ACTION ITEM – Draft letter re: rabies shots for pets. **Done.**

   ACTION ITEM – Status of research on ownership of Sirius Way.
   Pamela reported that she spoke to William Smith regarding ownership of Sirius Way. She was told that part of Sirius Way is on the recreation land which GLA owns and the rest of the road up to the top of the hill going down to Story Road is on Church land. GLA owns the land down to Story Road. Barbara Hopkins, from the Church's Business Office, told Pamela that she has notified William Smith to complete the easement paperwork for the portion of Sirius Way crossing the Church's property. The Board agreed to send a letter to Judith Filbert , cc'ing Barbara Hopkins, requesting that the Church complete the paperwork which will give GLA permanent easement for Sirius Way crossing their property.

4. **Report of Officers and Committees**
   4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
   Cynthia passed out "June 2004 Bank Transactions," "GLA Balance Sheet As of June 30, 2004," "GLA Balance Sheet As of May 30, 2004"; "GLA Income & Expense Budget Overview January through June 2004" and "Liens Filed during the watch of Cynthia Blocker" 7/11/04.

   4.1.1 Old Business
   ACTION ITEM – Send LaShomb letter to Denise. **Done.**
   ACTION ITEM – Send copies of L. Ulrich correspondence to Denise. **Done.**

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4.1.2 New Business

Cynthia reported that she handled a recent situation with a landowner who was paying off a GLA lien because he was refinancing his property. Cynthia included the $240 in assessment fees still owed for 2004 (due October 31, 2004) to the amount of the lien and GLA received the full payoff amount. The GLA then released the lien. The landowner later complained to Cynthia that he felt it was unfair that the 2004 assessment fees had been added to the lien amount. Cynthia asked the Board if they were in agreement with her having added this year's assessment to the lien and should she continue to do this in this type of circumstance. The Board discussed the case and agreed that her actions were justifiable because the owner had not previously entered into a payment plan with GLA for his outstanding assessments and had a bad track record of paying his assessments.

Janet asked Cynthia if she knew whether realtors have been informing the GLA and new landowners about back due assessment fees, and if the GLA was being paid for the assessment fees due at the time of a sale. Cynthia said that Clare receives the property sales feedback and that she is not kept informed. The Board discussed that it is important for not only realtors, but also title companies, to be aware of liens on the properties they handle. The Board agreed that the GLA should bring this information to the attention of title companies and asked Cynthia, Edwin and Denise to propose how this should be handled.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business

ACTION ITEM – Send letter to Gelderloos reminding him he must send a new application if he plans to add to the shop. Denise reviewed that it wasn't necessary for GLA to write the letter since Gelderloos submitted an application for the addition in mid-June. (See new application in "New Business" below).

ACTION ITEM – Send letter to Rakela/56 NG sign application. **Done.**

ACTION ITEM – Send approval notice to Neil Kremer (22-E SG). **Done.** David reviewed that GLA is still waiting to receive parking lot plans from Kremer.

ACTION ITEM – Send final approval notice to Graffland for 26 NG. **Done.**

ACTION ITEM – Write to Kathleen Ramp re: building application on Parcel 97 & 98 (SG) for commercial development of 3 Houses, 8 Cabins and an Event Center. **Done.**

ACTION ITEM – Write to Everett Johnston re: Parcel 83 ((SG) Building Application. **Done.** (See new application submitted by Everett in "New Business" below.)

ACTION ITEM – Draft letter to Everett Johnston regarding gate across Hercules. **Done**

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Amended:: 08 02 04

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ACTION ITEM – Draft letter to County re: subdivision approval. **Done**.

ACTION ITEM –Glastonbury Sign on Cynthia. Blocker's property. David reported that he hasn't heard back from Judith Filbert concerning proposed sites for the relocation of the Glastonbury sign; he will continue trying to contact Andrew Vann to gain approval and a lease from Church to put it on their property.

4.2.2 New Business

33-A (NG), Pouwel Gelderloos/Construction of Addition/Apartment to Existing Shop.
The board reviewed that Pouwel Gelderloos' 6/13/04 application.
MOTION: Edwin Johnson motioned and James Kozlik seconded to give preliminary approval to Pouwel Gelderloos' application for an addition/apartment on 33-A (NG) with the conditions that (1) The necessary septic permit is obtained prior to septic system construction; and (2) The necessary electrical permit is obtained prior to the start of electric work. Also, the Board approved that the sanitation bond from the shop application be transferred to this application. Motion carried.

Kathleen Rakela, Parcel 56 NG; 6/30/04 Follow-up Letter re: Sign Application.
The Board reviewed Kathleen's follow-up letter which responded to the GLA's 5/20/04 request. Her letter includes a statement from the Sheriff's Office that the vandalism of her statues, which she reported to the Sheriff on January 14, 2003, is a felony and carries a five-year statute of limitations. The Board discussed various concerns relating to the sign.
MOTION: James Trisdale motioned and Edward Anderson seconded to approve Kathleen Rakela's sign application. Motion carried. (4 in favor/3 opposed/1 abstention)
ADMENDMENT TO ABOVE MOTION: James Kozlik motioned and Edwin Johnson seconded to add to the GLA's approval letter to Kathleen Rakela (above) that the sign must be removed when an arrest is made for the vandalism or when the five-year statue of limitation period expires. Motion carried.

83 (SG), Everett Johnston/ Building Application.
Board discussed his application for a new location for his house. James Kozlik reported that he checked out the location of Johnston's proposed building and road and both appear to be fine.
MOTION: James Kozlik motioned and Edwin Johnson seconded to give preliminary approval to Everett Johnston's building application on Lot 83 (SG) on the conditions that (1) The necessary septic permit is obtained prior to septic system construction, (2) The necessary electrical permit is obtained prior to the electrical work beginning, and; (3) Disturbed land be reseeded after construction. The sanitation bond from the old application is transferred to this application. Motion carried with one abstention.

Gate between Parcels #82 and #83 (SG), Everett Johnston/Gate Variance Application

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The board discussed that Johnston inherited this gate when he bought the land. James Trisdale reported that he found the gate locked about 2 weeks ago.
MOTION: James Trisdale motioned and James Kozlik seconded to respond to Everett Johnston's gate variance application stating that GLA has a permanent easement on the land on which the gate is standing. The GLA approves the gate variance application with the following conditions: (1) The gate must *always* remain *open* and *unlocked* 365 days/year & 24 hours/day; (2) If the GLA is informed that the gate is locked *at any time*, GLA will remove the gate at Johnston's expense and rescind the waiver; (3) The GLA will provide a sign which will be placed on the gate. The sign will state in essence: "You are entering private property. Please stay on the road. This gate is for access by Glastonbury Landowners and their guests only." Motion carried.

Everett Johnston Letter of June 24, 2004 regarding mobile homes in South Glastonbury. Tabled.

Tract 24-C/SD 309 (NG). Ralph and Jewel Down/Mobile Home Placement Application and Garage Application. Note: Age of Mobile Home is within 10 year limitation.
MOTION: Edwin Johnson motioned and James Kozlik seconded to approve Ralph and Jewel Downs' mobile home application and their request for the bond waiver. Motion carried.

Parcel 53-SG, Craig K. Lannes' Garage Application
Denise reported that in late June the Board voted (via mail and phone) to grant preliminary approval for the garage construction application on the following conditions:
(1) The necessary electrical permit is obtained prior to electrical work starting; (2) Disturbed land must be reseeded after construction; and (3) The $250 Sanitation/Reclamation Bond is received by the GLA. The approval was left at the Emigrant Store for pick up by Aaron Cameron who stated he would give the approval to the owner. Denise also reported that she did not know if Lannes has submitted the bond to GLA as of this date.

James & Marie Kelly, Parcel 92(SG); 7/7/04 Follow-up Info. re: Building Application
The Kelly's submitted follow-up information on their previous application as requested by the GLA.
MOTION: Edwin Johnson motioned and James Kozlik seconded to approve James and Marie Kelly's building application on Parcel 92 (SG) with the condition that they confirm the alternate drain field is at least 15 feet or more from the road easement. Motion carried.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair
4.3.1 Old Business.
ACTION ITEM – Send last years weed spraying bill to county for refund. **Done.** JT reported

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we would be receiving a county refund for last year's spraying.

4.3.2 New Business.
Cynthia reported that Raya Johansson, Jupiter Way (NG), has hand pulled the noxious weeds on their property and requested that their property not be sprayed. JT will investigate her request.

Glastonbury Properties with Significant Noxious Weeds
JT reported that he has made up a list of properties in both North and South Glastonbury that have a significant amount of noxious weeds. The Board discussed this situation.
MOTION: Cynthia motioned and Edwin seconded to send a letter to the County Weed Control Board with the list of names with parcel numbers of Glastonbury landowners who appear to have a significant amount of noxious weeds on their properties. Copy of the letter will be sent to the landowners involved. Motion carried

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business
ACTION ITEM – Status of Parcel 32 (NG) K. Ulrich. Tabled.
ACTION ITEM – Status of Cleanup on Hansard property. Tabled.
ACTION ITEM – Status of Nye's dog complaint.. Tabled.
ACTION ITEM – Determine names and addresses of others needing dog letter. Tabled.
ACTION ITEM – Status of Removal of Rantallo Trailer. It was reported that the Rantallo trailer had been moved to the gravel pit on Capricorn Drive in NG, which is owned by the NG Teaching Center. The Board agreed that a letter should be sent to the NGTC or a call made to them inquiring if an application for the relocation of Rantallo's trailer has been submitted.

4.4.2 New Business
Revisit Dog issue from March Board meeting. Tabled.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson. No report.

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson.

4.6.1 Old Business
ACTION ITEM – Status Report on ability to become a charitable organization. Tabled.
ACTION ITEM – Status of legal formation of PVRC. Tabled.
ACTION ITEM – .Filing Parcel 16A as part of Glastonbury. Tabled

4.6.2 New Business. None.

4.7 Web Site Committee: Edward Anderson, Chair

4.7.1 Old Business

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Draft(s); 07 14 04; 07 26 04; 07 28 04; 08 02 04 – Final.
Amended:: 08 02 04

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ACTION ITEM – Sending letters to Realtors. **Done.**

4.7.2 New Business. None.

4.8 Clean-up Committee. No report.

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson (NG). No report.

5. Other Business

5.1 Shelter Insurance

ACTION ITEM – List of points to consider regarding shelter insurance. Tabled.
ACTION ITEM – Filing resolution to include parcels 32-A (SG) & 14-A (NG) in Glastonbury Covenants. Tabled.

6. Next Meeting and Adjournment

The meeting was adjourned at 9:30 p.m. with no further business. The next meeting will be held on August 2, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS

GB071204.1	Denise to draft letter to Judith Filbert. cc'd to B. Hopkins, re: Sirius Dr. for David's signature. **Done.**
TR071204	Cynthia, Edwin and Denise to present proposal re: how best to communicate with the Title Companies regarding delinquent assessment fees/liens on properties for sale.
AR071204.1	David to call Andrew Vann to follow up on Blocker sign relocation to Church property. **Done**
AR071204.2	Pamela to follow-up with Neil Kremer regarding parking lot plans not yet submitted to GLA.
AR071204.3	Denise to send project approval to Gelderloos. **Done.**
AR071204.4	Denise to send sign approval to Kathleen Rakela. **Done.**
AR071204.5	Denise to send project approval to Everett Johnston **Done.**
AR071204.6	Denise to send letter to Everett Johnston re: gate application. **Done.**
AR071204.7	? to order sign for E. Johnston gate.

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AR071204.8	Denise to send application approval to the Downs. **Done.**
AR071204.9	Denise to send application approval to the Jim & Marie Kelly. **Done.**
RDWD071204.1	James Trisdale to send the names and parcel numbers of landowners with a significant amount of noxious weeds on their properties to Denise.
RDWD071204.2	Denise to draft letter to County Weed Control Board and cc to landowners based on list submitted by James Trisdale.
RDWD071204.3	James Trisdale to determine cost of weed spraying for fall.
CP071204	Denise to contact NG Teaching Center re: application for Rantallo trailer placement.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
July 12, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   June 3, 2004 Minutes

3. **General Business**
   3.1 Old Business
   ACTION ITEM - 2004 Budget & Paving
   ACTION ITEM – *[Denise]* Draft letter re. rabies shots for pets
   ACTION ITEM – *[Pamela]* Status of research on ownership of Sirius Way

4. **Report of Officers and Committees**
   4.1. Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1. **Old Business**
   ACTION ITEM – Send LaShomb ltr to Denise
   ACTION ITEM – Send copies of L. Ullrich correspondence to Denise

   4.1.2. **New Business**

   4.2. **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
   4.2.1. **Old Business**
   ACTION ITEM – *[James]* Status of Gelderloos shop construction
   ACTION ITEM – *[Denise]* Send letter to Rakela for 56 NG
   ACTION ITEM – *[Denise/Pamela]* Send final approval notice to Kramer (22-E SG)
   ACTION ITEM – *[Denise]* Send final approval notice to Graffland for 26 NG
   ACTION ITEM – *[James/Pamela]* Ramp Building application
   ACTION ITEM – *[James]* Johnston Building application
   ACTION ITEM – *[Denise]* Draft letter regarding gate across Hercules to Johnston
   ACTION ITEM – *[Philip]* Draft letter to County re. subdivision approval

   4.2.2. **New Business**

   4.3. **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
   4.3.1. **Old Business**

   4.3.2. **New Business**

   4.4. **Complaint Committee Report** – Charlotte Mizzi – Chair
   4.4.1. **Old Business**
   ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich

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ACTION ITEM – *[David]* Status of removing rock pile above culvert
ACTION ITEM – *[David]* Status of Cleanup on Hansard property
ACTION ITEM – *[David]* Status of Nye's dog compliant
ACTION ITEM – *[David]* Find names and address of others needing dog letter

4.4.2. **New Business**
Revisit Dog Issue from March Mtg

4.5. **Land Use Master Plan Committee Report** – Charlotte Mizzi, Chair
4.5.1. **Old Business**

4.5.2. **New Business**

4.6. **Recreation Committee Report** – Janet Naclerio – Chair
4.6.1. **Old Business**
ACTION ITEM – Status Report on ability to become a charity organization
ACTION ITEM – Status of legal formation of PVRC
ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury

4.6.2. **New Business**

4.7. **Web Site Committee Report -** Edward Anderson, Chair
4.7.1. **Old Business**
ACTION ITEM – Sending letters to Realtors *[Denise]*

4.7.2. **New Business**

4.8. **Clean-up Committee Report** –, Chair

4.9. **Ombudsman Report** – Jeanie Campbell (SG) & Richard Johnson (NG)

5. **Other Business**
5.1. Shelter Insurance *[Orlando]*
ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*
ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. **Next Meeting and Adjournment**

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Glastonbury Landowners Association, Inc.
Balance Sheet
As of June 30, 2004

	Jun 30, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	15,722.42
1st National Bank Savings	9,876.39
Total Checking/Savings	25,598.81
Accounts Receivable	
Accounts Receivable	79,923.84
Total Accounts Receivable	79,923.84
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	104,949.15
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**104,950.15**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,400.66
Net Income	37,821.77
Total Equity	-139,362.16
TOTAL LIABILITIES & EQUITY	**104,950.15**

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07/12/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through June 2004

	Jan - Jun '04	Budget	$ Over Budget
Income			
1. General Income			
1. Church, for Road Paving Loan	1,143.48		
2. Interest Income	18.70		
4. Sanitation Bond Account	750.00		
1. General Income - Other	110.00	37,935.00	-37,825.00
Total 1. General Income	2,022.18	37,935.00	-35,912.82
2. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	180.00		
05. Dwelling Assessment 2001	260.00		
06. Dwelling Assessment 2002	622.10		
07. Dwelling Assessment 2003	1,235.35		
08. Dwelling Assessment 2004	15,364.98		
09.Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	180.00		
13. Land Assessment 2001	260.00		
14. Land Assessment 2002	862.09		
15. Land Assessment 2003	1,775.36		
16. Land Assessment 2004	26,948.15		
2. Assessments - Other	120.00		
Total 2. Assessments	54,168.03		
3. Late Fees/Finance Charges			
1. Finance Charges	437.15		
2. Five Percent Penalty	112.50		
Total 3. Late Fees/Finance Charges	549.65		
Total Income	56,739.86	37,935.00	18,804.86
Expense			
A. Business Expenses			
1. Banking Fees	25.00		
3. Licenses	15.00		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	380.00		
A. Business Expenses - Other	0.00	4,084.98	-4,084.98
Total A. Business Expenses	835.00	4,084.98	-3,249.98
B. Office Expense			
1. Copying	816.41		
2. Postage	916.05		
3. Office Supplies	129.94		
4. Misc. Expenses	355.26		
5. Refreshments	241.42		
B. Office Expense - Other	0.00	1,099.98	-1,099.98
Total B. Office Expense	2,459.08	1,099.98	1,359.10
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,935.50		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3. Legal Council - Other	953.35		
Total 3. Legal Council	2,757.25		
4. Professional Fees	4,504.37		
5. Secretarial	3,834.00		
6. Treasurer	669.50		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	8,349.96	-8,349.96
Total C. Professional Fees	15,114.02	8,349.96	6,764.06
D. Road Repairs & Maintenance			
1. Loan Payment	15,112.64		
2. Road Maint.	3,050.00		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	19,249.98	-19,249.98

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through June 2004

	Jan - Jun '04	Budget	$ Over Budget
Total D. Road Repairs & Maintenance	20,727.14	19,249.98	1,477.16
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	164.00		
E. General Expenses - Other	0.00	300.00	-300.00
Total E. General Expenses	284.00	300.00	-16.00
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,075.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	565.96		
4. Recreation Area	123.73		
F. Misc. Projects - Other	0.00	4,849.98	-4,849.98
Total F. Misc. Projects	4,765.13	4,849.98	-84.85
H. Discount	437.50		
Total Expense	44,621.87	37,934.88	6,686.99
Net Income	12,117.99	0.12	12,117.87

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7/404

Liens Filed during the watch of Cynthia Blocker

7/11/04 prepared

YELLOW NOT PAID BLUE=PAID

Lien filed date	Name	Parcel no.	Amount	Date Paid	Lien Released date
October 7th 2002	Steven Burkley	SG76	$ 893.74		
	William Davis	SG65	$ 5,439.75		
	Louis Dofo	NG23	$ 1,809.83		
	Dowbenko, Uri	NG 1-B	$ 1,272.59		
	Kenneth Fraier	SG 31-E	$ 1,644.64	10/28/02	Dec. 28, 02
	Kathy Garcia	NG 32-C	$ 1,644.64		
	Kenneth Green	NG48	$ 2,394.49		
	William Holder	NG 39	$ 1,947.92		
	Marlene LaShomb	SG84	$ 1,644.64	5/10/04	May 19th 2004
	Manfred Leykamm	SG55	$ 1,272.59	31-Dec-02	Jan. 02,2003
	Randolph A Mack	NG23-C	$ 1,483.61		
	Alan, Maniaci	SG 78	$ 962.28		
	Zygmond Mayer	NG 45	$ 1,272.59	12/31/02	Jan. 02/2003
	Pedro Pinardo	SG 32-A	$ 1,132.88	11/16/02	Dec02/2002
	Robert Quarles	NG 24B	$ 1,644.64		
	Judith Schmidt/Roger Weise	SG 47	$ 1,654.73		
	Robert Sherwood	SG 50B	$ 1,567.01		
	Ronald Strykert	NG 31-E	$ 1,272.59	Jan 7 2003	Jan 10th 2003
	Edward Tsuru	Sg 50-C	$ 1,644.64		
Jan 10th 2003	Bank of NY	Sg 21-E	$ 628.28	1/10/03	May 26th 2004
	William Neil Davis	NG43-3	$ 628.28		
	Bernice Hazen	SG 25-E	$ 556.59	transfer to Son	5/19/04
	John Hazen	Sg 25A	$ 864.17	May 1st 2003	May 4th 2004
	Gail Louise Johnson	Sg-49	$ 896.65		
	Kenneth Mueller	SG-47	$ 569.26		
	Lydia Pisani	SG-22-C	$ 1,164.91		
	Carolyn Thorburn	SG-93-A	$ 952.38		
	Roger Weise	SG-47	$ 893.22		

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July 30th 2003	Scott Pellet	SG 83	$ 488.45	SOLD ? Why lien not paid????	
	Jorn Eisvang	SG 64	$ 565.10		
	Robert Sherwood	SG 50 D	$ 483.27		
	Craig Newhouse	NG-57-E-1	$ 658.14		
	John Diaz	Sg 32-B	$ 603.15	July 2nd 2004	July 12th, 2004 Title Co filed
	Chalice Well	SG 84	$ 483.27	Sept 7 2003	Nov. 17, 2003
	Thomas Germaine	SG 24	$ 814.52		

GLA 01691

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Proposed 2005 Budget Revised

Line No.	ITEM DESCRIPTION	YEAR 2005 PROPOSED Subtotal	Total	Rec'd/spen 6/30/04	Additional Needed	YEAR 2003 TOTALS Subtotals	Totals	Notes	YEAR 2002 TOTALS Subtotals	Totals
1	**Income**		**83,460**	**56,739**			**76,971**			**75,481**
2	**Expenses:**		**83,410**				**96,140**			**82,110**
3	Business Expenses		**8,170**	**455**			**9,854**			**6,748**
4	Banking fees	100		25		101			13	
5	Gifts & donations	0				1000			0	
6	Insurance	6,100				6079			5248	
7	Licenses	30		15		15			30	
8	Lien Filing	600				1038			968	
9	Rentals	400		115		630			135	
10	Sanitation Bond Refunds	700		250		750			250	
11	Taxes	240		50		241			106	
12	Office Expenses		**2,200**	**2,457**			**4089**			**2,420**
13	Copying	750		816		1050			464	
14	Postage	550		916		1395			544	
15	Office Supplies	500		129		513			484	
16	Misc. Expenses	100		355		40			390	
17	Refreshments	300		241		329			263	
18	Petty cash account	0				763			275	
19	Professional Fees		**22,100**	**15,112**	**6,300**		**17349**			**10,046**
20	Accountant	100		105		95			85	
21	Bookkeeper	3,000		1,935		3024			2796	
22	Legal Council	1,700		2,757	1,300	2302			1126	
26	Manager	0							0	
27	Secretary	7,500		3,834		7503			5548	
28	Professional fees	9,800								
29	Independent Contractors	8,000		4,504	5,000	3453			0	
30	Treasuerer	600		669		291			323	
31	Web Site	1,200		1,308		681			168	

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Proposed 2005 Budget Revised

Line No.	ITEM DESCRIPTION	YEAR 2005 PROPOSED Subtotal	Total	Rec'd/spen 6/30/04	Additional Needed	YEAR 2003 TOTALS Subtotals	Totals	Notes	YEAR 2002 TOTALS Subtotals	Totals
32	Road Repairs & Maintenance		43,000	20,726	6,500		52309			51,995
33	Loan payment	30,000		15,112		29625			29601	
34	Road Maintainence	5,000		3,050	500	6694			5547	
35	Misc. Maintenance	2,700				2552			3205	
36	Misc. Supplies	300				62			871	
37	Weed control	2,000			500	4080			1471	
38	Road Grading	3,000			5,000	7780			11738	
39	Snow removal	5,000		2,564	1,000	8210			5110	
40	Snow Plowing	3,000		1,552	1,000	6182			2923	
41	Sanding	1,500		1,012		1478				
42	Snow fences	0		0		0			193	
43	Materials, sand	500		0		550				
44	General Expenses		1,300	284	900		3118			1,533
45	Cleanup Day	0			900	450			743	
46	Equipment Repair & Maint.	1,000		120		1769				
47	Miscellaneous	300		164		899			789	
48										
49	Misc. Projects		6,640	4,763	2,400		9421		9367	9,367
50	Snow Plow			4,075		938				
51	Master Plan	3,200		565	1,400	100				
52	Legal fees	1,000								
53	Postage	500			200					
54	Copies	500			200					
55	Contractors	1,000			1,000					
56	Misc	200								
57	Guardrails	1,440		0	1,000	1262				
58	Recreation Area	2,000		123		7122				
	Net Income		50		16,100		(19,169)			(6,630)

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

August 2, 2004

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1. **Call to Order, Prayer**

The meeting was called to order by David Tonkin at 7:15 p.m., at Golden Ratio Woodworks. Orlando Johnson gave the opening prayer.
PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edwin Johnson, Orlando Johnson, Charlotte Mizzi.
ABSENT: Edward Anderson, Philip Hoag, Pamela May, James Trisdale (JT)
PROXIES: Pamela May to Cynthia Blocker
ALSO ATTENDING: Denise Orr (GLA secretary), Ronda Alexander (landowner)

2. **Reading and Disposition of the Minutes General Business**

June 7, 2004 Minutes: Tabled.

July 12, 2004 Minutes
MOTION: Orlando Johnson motioned and Cynthia Blocker seconded to approve the July 12, 2004 meeting minutes as amended. Motion carried with one abstention.

GLA Board Meetings, Minutes and Agendas: The Board discussed the running of board meetings and the contents of Board meeting minutes and agendas. They agreed to the following: (1) Charlotte will acquire Roberts Rule of Order for the Board to review and discuss; (2) Minutes should consist of motions and action items; discussions surrounding motions and other non action items should not be included in the minutes; (2) When a Board member requests that an item be placed on the agenda, it should be included on the agenda for the next meeting; (3) Changes made to motions for the purpose of clarification or expansion should be underlined in the meeting minute draft that the Board reviews for approval; (4) The above information will be conveyed to new Board members at the beginning of their terms; (5) A list of all GLA motions, categorized by subject, will be given to each Board member.

3. **General Business**

3.1 Old Business

ACTION ITEM - 2004 Budget & Paving. Tabled.

ACTION ITEM – Status of letter to Church on easements for Sirius Way. **Done.**

3.2 New Business

Glastonbury Community Newsletter. Ronda Alexander reviewed the draft of the newsletter prepared by her and Mary Irwin.
MOTION: Charlotte motioned and James Kozlik seconded that the column entitled "GLA News" in the Glastonbury Community Newsletter should include; (1) Information concerning why the GLA is deferring the paving work on GLA roads, (2) A report on the recent catalytic converter fire in High South Glastonbury and the GLA's recommendation that landowners fireproof their properties by trimming and/or de-limbing trees and clearing brush; (3) A report on fir beetles in

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High South; and (4) A statement that the newsletter is not an official publication of the GLA. Ronda will submit an e-mail proposal regarding newspaper budget costs and methods of distribution to the Board within 1-1/2 weeks for review. In the future, she will submit e-mail "GLA News" column drafts to the Board for editing and approval. The Board will send their proposed edits to David, who will then work with Denise & Janet to compile and edit them. Final edits will be forwarded back to the Board via e-mail for their final vote of approval. Ronda will be e-mailed the approved drafts. Motion carried.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia distributed the "July 2004 Bank Transactions", "Balance Sheet As of July 31, 2004", "Income and Expense Budget Overview January through July 2004."

4.1.1 Old Business
ACTION ITEM – Communicate with Title Co. regarding liens. Draft in process.

ACTION ITEM –*[David]* Send copies of L. Ullrich correspondence to Denise.

4.1.2 New Business.
Cynthia distributed "2004 List of Delinquent Accounts-GLA," and asked the Board to approve the sending of an additional letter to those whose names were highlighted in green. The Board discussed.
MOTION: Cynthia Blocker motioned and James Kozlik seconded the sending of a letter to those whose names are highlighted in green on the "2004 List of Delinquent Accounts-GLA." The letter will serve as a third reminder that the GLA will file a lien on their property on August 25, 2004 unless full payment for their delinquent assessment fees is received. Motioned carried.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business
ACTION ITEM – Send approval form to Gelderloos re: shop addition. **Done.**

ACTION ITEM – Send approval letter to Rakela for 56 NG. **Done.**

ACTION ITEM – *[Pamela]* Request parking plan from Kramer (22-E SG). Tabled.

ACTION ITEM – Send approval to Johnston re: Building application. **Done.**

ACTION ITEM – Send approval to Johnston re. gate across Hercules **Done.**
See "New Business" below re: Johnston's 7/28/04 response to GLA approval.

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ACTION ITEM – Order sign for gate on Hercules Road.

ACTION ITEM – Send approval to Downs re: mobile home application. **Done.**

ACTION ITEM – Send approval notice to Kellys re: building application **Done.**

ACTION ITEM – Review Johnston letter of 6/24/04 re: enforcing mobile homes roof standards. The Board discussed.
MOTION: Charlotte Mizzi motioned and James Kozlik seconded to table further review of Everett's letter during the meeting. Everett should be informed that the Board will be doing further research on the mobile home roof issue. Motion carried.

4.2.1 New Business
James Kozlik stated that he would be available to be contacted to assist people in filling out the construction application papers in person to insure that the process is thoroughly completed

61-A (NG)/Robert Simons & Emily Coleman. Construction application.
The Board reviewed the Coleman's application and that the angle of the intersection to the guesthouse needs to be within 80-90 degrees
MOTION: James Kozlik motioned and Edwin Johnson seconded to approve Robert Simon's and Emily Coleman's construction application for 61-A (NG) on the following conditions: (1) That David Tonkin confirms that the grade is less than 12%; (2) The necessary septic permit is obtained prior to septic system construction; (3) The necessary electrical permit is obtained prior to the start of electrical work; and (4) The disturbed land be reseeded after construction. If condition (1) is met, James will contact Robert and Emily to remind them that a new application will need to be submitted to the GLA if construction is not completed within an 18 month period. Motion carried.

2-A (NG)/Marjorie Lombard. Small House Addition Construction application.
The Board reviewed the above application.
MOTION: Edwin Johnson motioned and Charlotte Mizzi seconded to approve Marjorie Lombard's small house addition construction application. The GLA will also inform Marjorie that she needs to confirm with Park County that her existing septic tank is the correct size to include her new addition. Motion carried.

Tract 37-1 E (SG)/Benjamin & Diana Mitchem. Construction Application.
MOTION: James Kozlik motioned and Edwin Johnson seconded to approve Benjamin and Dian Mitchem's Tract 37-1E (SG) building application on the following conditions: (1) The GLA needs confirmation that the drainfield is greater than 100 feet from the well; (2) The necessary septic permit is obtained prior to septic system construction; (3) The necessary electrical permit is obtained prior to the start of electrical work; and (4) The disturbed land

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should be reseeded after construction. Also, the GLA requests that the Mitchem's indicate the age of their modular and suggests that a shared-well agreement is acquired from ***(Get name from CB).*** Motion carried.

Revision of 7/12/04 Motion re: Gate between Parcels #82 & "83 (SG)/Everett Johnston's Gate Variance Application.
The Board discussed revising condition #1 of their July 12, 2004 motion on Everett Johnston's gate variance application and agreed it should read as follows:
MOTION: James Trisdale motioned and James Kozlik seconded to respond to Everett Johnston's gate variance application stating that the GLA has a permanent easement on the land on which the gate is standing. The GLA approved the gate variance application with the following conditions: (1) The gate must *always* remain *unlocked* (365 days/year & 24 hours/day) except during Big Boar Hunting Season; (2) If the GLA is informed that the gate is locked *at any time*, it will be removed at Johnston's expense; (3) The GLA will provide a sign which will be placed on the gate. The sign will state: "You are entering private property. Please stay on the road. This gate is for access by Glastonbury Landowners and their guests only." Motion carried.

7/28/04 Letter from Everett Johnston- Responding to the GLA's Gate Approval Conditions between Parcels #82 and #83 (SG).
The Board reviewed and discussed the points in Everett Johnston's 7/28/04 letter.
MOTION: Orlando Johnson motioned and Cynthia seconded to ask Everett Johnston to remove the gate entirely because its existence is not provided for in the easement.
The Board discussed.
MOTION: Charlotte Mizzi motioned and Cynthia Blocker seconded her motion to table the above motion. Motion carried.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – *[JT]* Send list of owners needing weed control to Denise. Tabled.
The Board discussed that the letter should contain information on a refund of up to $50 a year for 3-year weed spraying contracts.

ACTION ITEM – *[Denise]* Draft letter to County re: weed control. Tabled.

ACTION ITEM – Determine cost of spraying for weeds this fall. David and Cynthia confirmed that the refund received for last year's spraying and the amount remaining in the spraying budget will cover the expense of weed spraying in the fall.

4.3.1 New Business

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Caspari Way Follow-Up Report (Ronda Alexander). Ronda reported that the clean-up for the Alexander property has been completed and that an agreement has been made with the Church for the clean-up of the Caspari Way road.

Mowing Weeds on Edges of Glastonbury Roads: David confirmed that he and JT will mow the edges of the roads in both North and South Glastonbury during the next couple of weeks. The expense will be between $500-700 and is covered in the budget.

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ullrich. Tabled.

ACTION ITEM – *[David]* Status of removing rock pile above culvert. Tabled.

ACTION ITEM – *[Denise]* Determine Hansard new address Tabled.

ACTION ITEM – Call NGTC re. Paul Rantallo's trailer. **Done.**
David reported that Denise spoke to Dorothy Whitehead of the NGTC, who told her that Paul said his trailer will be removed within a week or so. See "New Business" below.

4.4.2 New Business

Rantallo Trailer on NGTC Property
David reported that just prior to the meeting, Paul delivered a letter which states he has tried to give the trailer away without success and that William Smith suggested he ask the Fire Department to take the trailer for a practice burn .The letter contained the enclosure of a copy of the certificate of title which reveals that Paul is not the owner of the trailer. The Board agreed that GLA will write a letter to the NGTC which states that the trailer is an eyesore, needs to be removed within 30 days and references Paul's conversation with William Smith.

ACTION ITEM - Revisit Dog Issue from March Meeting. Tabled.

Abandoned truck parked on Taurus Road in NG. Charlotte reported that a truck has been parked on Taurus Road near Michael McCann's home for over a month. She will request that Philip Hoag contact McCann regarding the truck.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson. No report..

4.5.1 Old Business

4.5.2 New Business

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson. No report..

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4.6.1 Old Business
ACTION ITEM – Status Report on ability to become a charity organization. Tabled.

ACTION ITEM – Status of legal formation of PVRC. Tabled.

ACTION ITEM – *[Janet]* Filing Parcel 16-A as part of Glastonbury. Tabled.

4.6.2 New Business. None.

4.7 Web Site Committee: Edward Anderson, Chair. No report.
4.7.1 Old Business
ACTION ITEM – Sending letters to Realtors. **Done.**

4.7.2 New Business. None.

4.8 Clean-up Committee Report --, Chair. No report. .
4.8.1 Old Business. None.
4.8.2 New Business. None.

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson (NG). No report.
4.9.1 Old Business. None.
4.9.2 New Business. None.

5. Other Business
5.1 Shelter Insurance
ACTION ITEM – *Orlando & Philip].* List points to consider regarding shelter insurance. Tabled.

5.2 Including Parcels in GLA
ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. Tabled.

6. Next Meeting and Adjournment
The meeting was adjourned at 10:20 p.m. with no further business. The next meeting will be held on September 13, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.
NEW ACTION ITEMS:

GB080204.1	Charlotte to acquire Roberts Rule of Order for Board to review.
GB080204.2	Denise to document meeting minute guidelines to be passed on to each group of newly elected Board members.

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GB080204.3	Denise to document GLA motions and provide a copy to each board member.
GB080204.4	Ronda Alexander to send newsletter proposal to Board.
TR080204	Cynthia to send letter to specific landowners re: pending liens to be filed on August 25.
AR080204.1	David to confirm grade percentage of Parcel 61-A (NG) Simons/Coleman..
AR080204.2	Denise to send approval notice to Simons & Coleman, 61-A (NG) based on approval conditions.
AR080204.3	Denise to send approval notice to Marjorie Lombard 2-A, NG..
AR080204.4	Cynthia to give Denise name of Bozeman water company that provides shared well agreement.
AR080204.5	Denise to send approval notice to Mitchem, Tract 37-1E (SG)..
AR080204.6	Denise to send letter to Johnston responding to his letters of 6/24/04 (mobile home) and 7/28/04 (gate response).
AR080204.7	David to seek consultation from our attorney's re: Everett Johnston's gate.
AR080204.8	? to further research mobile home roof issue contained in Everett Johnston's 6/24/04 letter.
RDWD080204.1	David will contact JT to arrange spraying.
RDWD080204.2	David & JT to mow weeds on edges of Glastonbury roads
RDWD080204.3	Denise to tell JT that Charlotte received weed complaints concerning Lot 11 (NG) and Lot 81 (SG).
CP080204.1	Denise to write NGTC re: Rantallo trailer.
CP080204.2	Charlotte to ask Philip Hoag to contact Michael McCann regarding truck on Taurus Road.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
August 2, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   June 7, 2004 Minutes
   July 12, 2004 Minutes

3. **General Business**
   3.1. Old Business
   ACTION ITEM - 2004 Budget & Paving
   ACTION ITEM – *[Denise]* Status of ltr to Church on easements for Sirius Way
   3.2. New Business
   GLA Newsletter (Ronda Alexander will be at meeting)

4. **Report of Officers and Committees**
   4.1. Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1. Old Business
   ACTION ITEM – Communicate with Title Co. regarding liens
   ACTION ITEM – Send copies of L. Ullrich correspondence to Denise

   4.1.2. New Business

   4.2. Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs
   4.2.1. Old Business
   ACTION ITEM – *[Denise]* Send approval form to Gelderloos re. shop addition
   ACTION ITEM – *[Denise]* Send approval letter to Rakela for 56 NG
   ACTION ITEM – *[Pamela]* Request parking plan from Kramer (22-E SG)
   ACTION ITEM – *[James]* Send approval to Johnston re Building application
   ACTION ITEM – *[Denise]* Send approval to Johnston re. gate across Hercules
   ACTION ITEM – Order gate sign
   ACTION ITEM – *[Denise]* Send approval to Downs re. mobile home application
   ACTION ITEM – *[Denise]* Send approval notice to Kellys re. building application
   ACTION ITEM – Review Johnston ltr re. enforcing mobile homes stds

   4.2.2 **New Business**
   Review construction application for 61-A (NG)/Robert Simons & Emily Coleman
   Review new construction project ~~(coming in mail)~~ 2-A(NG)/Marjorie Lombard

   4.3. Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair
   4.3.1. Old Business
   ACTION ITEM – *[JT]* Send list of owners needing weed control to Denise
   ACTION ITEM – *[Denise]* Draft letter to County re. weed control
   ACTION ITEM – *[JT]* Determine cost of spraying for weeds this fall

   4.3.2. New Business
   Follow-up Report from Ronda Alexander re: Caspari Way

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4.4. Complaint Committee Report – Charlotte Mizzi – Chair

4.4.1 Old Business

ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
ACTION ITEM – *[David]* Status of removing rock pile above culvert
ACTION ITEM – *[Denise]* Determine Hansard new address
ACTION ITEM – Call NGTC re. Rantello's trailer

4.4.2 New Business

Revisit Dog Issue from March Mtg

4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair

4.5.1 Old Business

4.5.2 New Business

4.6 Recreation Committee Report – Janet Naclerio – Chair

4.6.1 Old Business

ACTION ITEM – Status Report on ability to become a charity organization
ACTION ITEM – Status of legal formation of PVRC
ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury

4.6.2 New Business

4.7 Web Site Committee Report - Edward Anderson, Chair

4.7.1 Old Business

ACTION ITEM – Sending letters to Realtors *[Denise]*

4.7.2 New Business

4.8 Clean-up Committee Report –, Chair

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)

5 Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*

5.2 Including Parcels in GLA

ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6 Next Meeting and Adjournment

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8/2/04 MTG

08/02/04

Glastonbury Landowners Association, Inc.
Balance Sheet
As of July 31, 2004

	Jul 31, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	11,217.97
1st National Bank Savings	9,876.39
Total Checking/Savings	21,094.36
Accounts Receivable	
Accounts Receivable	78,269.23
Total Accounts Receivable	78,269.23
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	98,790.09
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**98,791.09**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,400.66
Net Income	31,662.71
Total Equity	-145,521.22
TOTAL LIABILITIES & EQUITY	**98,791.09**

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08/02/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through July 2004

	Jan - Jul '04	Budget	$ Over Budget
Income			
1. General Income			
1. Church, for Road Paving Loan	1,143.48		
2. Interest Income	18.70		
4. Sanitation Bond Account	750.00		
1. General Income - Other	110.00	44,257.50	-44,147.50
Total 1. General Income	2,022.18	44,257.50	-42,235.32
2. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	180.00		
05. Dwelling Assessment 2001	275.00		
06. Dwelling Assessment 2002	742.10		
07. Dwelling Assessment 2003	1,568.19		
08. Dwelling Assessment 2004	15,737.72		
09.Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	180.00		
13. Land Assessment 2001	275.00		
14. Land Assessment 2002	982.09		
15. Land Assessment 2003	2,108.19		
16. Land Assessment 2004	27,320.90		
2. Assessments - Other	120.00		
Total 2. Assessments	55,849.19		
3. Late Fees/Finance Charges			
1. Finance Charges	609.06		
2. Five Percent Penalty	148.50		
Total 3. Late Fees/Finance Charges	757.56		
Total Income	58,628.93	44,257.50	14,371.43
Expense			
A. Business Expenses			
1. Banking Fees	25.00		
3. Licenses	15.00		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	380.00		
A. Business Expenses - Other	0.00	4,765.81	-4,765.81
Total A. Business Expenses	835.00	4,765.81	-3,930.81
B. Office Expense			
1. Copying	872.50		
2. Postage	978.58		
3. Office Supplies	210.36		
4. Misc. Expenses	4,866.17		
5. Refreshments	286.49		
B. Office Expense - Other	0.00	1,283.31	-1,283.31
Total B. Office Expense	7,214.10	1,283.31	5,930.79
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,935.50		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3. Legal Council - Other	953.35		
Total 3. Legal Council	2,757.25		
4. Professional Fees	4,504.37		
5. Secretarial	4,554.00		
6. Treasurer	732.50		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	9,741.62	-9,741.62
Total C. Professional Fees	15,897.02	9,741.62	6,155.40
D. Road Repairs & Maintenance			
1. Loan Payment	15,112.64		
2. Road Maint.			
2.3. Weed Control	45.00		
2. Road Maint. - Other	3,050.00		
Total 2. Road Maint.	3,095.00		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		

GLA 01706

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through July 2004

	Jan - Jul '04	Budget	$ Over Budget
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	22,458.31	-22,458.31
Total D. Road Repairs & Maintenance	20,772.14	22,458.31	-1,686.17
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	180.00		
E. General Expenses - Other	0.00	350.00	-350.00
Total E. General Expenses	300.00	350.00	-50.00
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	565.96		
4. Recreation Area	182.23		
F. Misc. Projects - Other	0.00	5,658.31	-5,658.31
Total F. Misc. Projects	5,559.63	5,658.31	-98.68
H. Discount	437.50		
Total Expense	51,015.39	44,257.36	6,758.03
Net Income	**7,613.54**	**0.14**	**7,613.40**

GLA 01707

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2004 List of Delinquent Accounts-GLA

Reminder letters sent to all on 5/25/04-must call for a payment plan to be mailed to them.

Name	Parcel Numbe	Delinquent Amount	Current Amount Due	Total amount due	Paid in full	Signed Payment Plan received-date	Payment amount	
Cit Finance	SG-21-A		$ 120.00	$ 360.00	**Paid in full**			
Diehl, Denise	SG 25-D	**$ 318.11**	$ 240.00	$ 558.11	**Paid in full**			
Dubiel, Gerald	NG32-B	**$ 162.80**	$ 240.00	$ 502.80		5/21/04	$ 50.00	
Duke, Rosanne	NG33-C	**$ 284.88**	$ 240.00	$ 524.88				
Eisvang,Jorn	SG0-63	**$ 291.94**	$ 120.00	$ 411.94				
Ryan Elvrom	NG-57-D	**$ 268.94**	$ 240.00	$ 268.94	**Paid in full**	previous owner owes balance		
Hayward, Donald	SG-35C	**$ 683.03**	$ 360.00	$ 1,043.03		form mailed		
Irwin, Simeon	NG44-B	**PAID**	PAID	PAID	**Paid in full**		$ 350.00	
Kaminski, Norene	NG-10-B	**$ 172.60**	$ 240.00	$ 412.60		6/17/04	$ 10.00	
Leykamm, Manfred	SG 55	**$ 268.80**	$ 240.00	$ 508.80				
Lisota, Martin	SG50-A	**PAID**	$ 240.00	$ 240.00			$ 138.00	
Mayer, Zygmond	NG 45	**$ 268.80**	$ 240.00	$ 508.80				
Pinardo, Pedro	SG 32-C	**$ 254.89**	$ 240.00	$ 494.89				
Simonson, Cathi	SG 25-E	**PAID**	$ 240.00	$ 240.00			$ 230.87	
Smith, William	NG42-A	**PAID**	$ 240.00	$ 240.00				
Smith, William	NG 54-A	**$ 82.62**	$ 120.00	$ 202.62				
Smith, William	NG 55-A	**$ 491.11**	$ 120.00	$ 611.11				
Ulrich, Linda	NG 33-F	**PAID**	$ 212.00	$ 212.00		4/6/04	$ 100.00	
Van Unden, Kevin	SG 46-A	**$ 299.89**	$ 240.00	$ 539.89				

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GLA 01708

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7/2/04
MLG

Glastonbury Landowners Association

Board Member Proxy Notification

I, Pamela May

Give my proxy to Cynthia Blocker

For the GLA Board of Directors Meeting on Aug. 2, 2004
date

Pamela May
signature

July 31, 2004
date

GLA 01709

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8/2/04 MTG

Charlotte Mizzi has my proxy for the GLA Meeting on Aug 2, 2004

Signed Edward J Anderson

Edward J. Anderson

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GLA 01711

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

September 13, 2004

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1. **Call to Order, Prayer**
   The meeting was called to order by David Tonkin at 7:25 p.m., at Golden Ratio Woodworks. Charlotte gave the opening prayer.
   PRESENT: David Tonkin (President), James Kozlik (Vice-President), Cynthia Blocker (Treasurer), Edward Anderson, Edwin Johnson, Charlotte Mizzi and James Trisdale (JT)
   ABSENT: Janet Naclerio (Secretary), Philip Hoag, Orlando Johnson and Pamela May
   PROXIES: Janet Naclerio to James Kozlik
   ALSO ATTENDING: Denise Orr (GLA secretary)

2. **Reading and Disposition of the Minutes General Business**
   June 7, 2004 Minutes
   MOTION: Charlotte Mizzi motioned and Edward Anderson seconded to approve the June 7, 2004 meeting minutes as amended. Motion carried.
   AMMENDEMENT: James Kozlik motioned and James Trisdale seconded to amend the above motion by including the deleted contractor waiver and family conveyance paragraph on pg. 1, with corrections. Motion carried.

   August 2, 2004 Minutes
   The Board agreed that if, during the process of drafting the minutes, it appears there is a significant question in a motion's wording, the revised wording will be highlighted for board members to review.
   MOTION: Charlotte Mizzi motioned and Edwin Johnson seconded to approve the August 2, 2004 meeting minutes as amended. Motion carried.

3. **General Business**
   3.1 Old Business
   ACTION ITEM - 2004 Budget: David presented the revised 2004 Budget. The Board discussed having a budget deficit of $7,000 and how it might handle the expenses of road grading and weed spraying.
   MOTION: Cynthia Blocker motioned and Charlotte Mizzi seconded to approve the new 2004 Budget as amended. Motion carried.

4. **Report of Officers and Committees**
   4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
   Cynthia passed out "August 2004 Bank Transactions-Prepared September 13, 2004," "Balance Sheet As of August 31, 2004" and Income and Expense Budget Overview, January through August 2004."

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4.1.1 Old Business
ACTION ITEM – Communicate with Title Co. regarding liens. Draft of letter done.

4.1.2 New Business
MOTION: Cynthia Blocker motioned and Charlotte Mizzi seconded to increase the 2005 assessments by 10% as allowed in the bylaws on land and dwelling assessments. Motion carried. (5 for, 1 against, 1 abstention.)

Board discussed that a letter announcing the assessment increase in 2005 should be sent out landowners.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair
4.2.1 Old Business
ACTION ITEM – Request parking plan from Neil Kremer (22-E SG). David to call Neil.

ACTION ITEM – Review Everett Johnston 6/24/04 letter Re. Enforcing Mobile Home Standards. Sent to Master Plan Committee for review.

ACTION ITEM – Review Johnston Letter of 7/28/04 Re. Gate across Hercules.
David reported that our attorney advised the GLA that under no circumstance should the gate across Hercules be locked, but it would not be a problem if the gate remained closed.
MOTION: Edwin Johnston motioned and Cynthia Blocker seconded to grant Everett Johnston permission to keep the gate across Hercules closed, but under no circumstance may it be locked. The GLA will provide a sign and attach it to the gate. Motion carried.

4.2.1 New Business
66 (SG)/Michael Koltonow: Application for residence and other structure.
Board discussed application.
MOTION: Edwin Johnson motioned and Edward Anderson seconded to approve Michael Koltonow's application for a residence and an extension to the structure on 66 (SG) *on the condition* that the Architectural committee confirms or obtains: (1) electrical permit has been or will be obtained; (2) setback and distances for the location of the well and septic system meet our standards; (3) evidence of a septic system permit; (4) drawings or pictures of the proposed structure to confirm it meets the covenants; (4) if cordwood construction building is proposed, confirm it meets GLA understanding of its method of construction, and; (5) the disturbed land be reseeded. Transferring the $250 bond from your application in 2000 will be approved when our Treasurer is able to determine that our records show this was submitted and not refunded. Motion carried.

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18-1A (SG), Neil Kremer: Application for construction of riding arena.
MOTION: Edwin Johnson motioned and James Kozlik seconded to approve Neil Kremer's riding arena on Lot 18-1A (SG) upon clarification the arena is being used for commercial or private purposes and there is adequate parking.
Board discussed.
AMMENDMENT: Edwin Johnson motioned and James Kozlik seconded that the above condition of approval be modified to read "upon the condition that Neil's application be modified to clarify (1) whether the Kremer's riding lesson business is for commercial (i.e. for the purpose of making money) or private purposes, and (2) the location of the parking space, and the number of spaces. The $250 sanitation bond from Neil's previous application will be transferred to this new application. Amendment carried. Motion carried. (5 in favor and 2 opposed).

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – Send list of owners needing weed control to Denise. Done 9/13/04.

ACTION ITEM – *[Denise]* Draft letter to landowners re. weed control. In process.

4.3.2 New Business

Spraying Weeds JT reported that last month the weed sprayers advised him that spraying at this time would be less effective than spraying in the spring.
MOTION: Cynthia Blocker motioned and Edwin Johnson seconded that the GLA will spray the roads for which it is responsible in the spring of 2005. Motion carried.

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Ulrich. David reported that he and Penelope Price (hired to serve as a witness and mediation assistant) will meet with Ulrich to discuss a written clean-up plan (approved by our attorney) for Kathleen to sign. The plan will include the agreement that if the clean up is not completed within the stated time frame specified in the clean-up plan, the GLA will have the authority to complete the clean up and charge the expense to Ulrich. The Board agreed that the signed agreement should be picked up from Ulrich the day following the above meeting.

ACTION ITEM – *[David]* Status of removing rock pile above culvert. Tabled.

4.4.2 New Business

Revisit Dog Issue from March 2004 Meeting. Tabled.

Cristin Dhieux-Bray email Complaint of 8/29/04 Re: Problem with NG Dogs Off Leashes. David reported that Philip Hoag suggested response was forwarded to Christin. (See attached)

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4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – *Denise]* Status of Neighborhood Meetings minutes. In process.

4.5.2 New Business

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson

4.6.1 Old Business

ACTION ITEM – Status of legal formation of PVRC. No report.

ACTION ITEM – Filing Parcel 16A as part of Glastonbury. David reported that our attorney is working on filing.

4.7 Web Site Committee: Edward Anderson, Chair. No report.

4.8 Clean-up Committee: No report. .

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson(NG). No report.

5. Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of point to consider regarding shelter insurance. No Report

5.2 Including Parcels in GLA

ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. No Report

5.3 Election Committee- Pamela May, Chair.

The Board agreed to contact landowners who may want to run for the Board in November. Denise will ask Pamela to e-mail the Board the names of landowners whom she has already contacted.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:15 p.m. with no further business. The next meeting will be held October 4, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

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Approved: 10 04 04

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NEW ACTION ITEMS:

TR091304	David and Cynthia to review draft of letter to title company. **Done**
TR091304	Cynthia to draft a letter announcing assessment fees.
TR091304	Cynthia to research how the 5% discount in 2004 impacted the GLA financially and present findings to the Board at the October 4 meeting.
AR091304	David to contact Neil Kremer to request parking plan for meditation center. **Done**
AR091304	The Master Plan Committee will review enforcement of mobile home standards and propose a plan to the Board.
AR091304	Denise to send Everett Johnston project approval re: gate across Hercules Road.
AR091304	James Kozlik to contact Michael Koltonow concerning conditions of project approval.
AR091304	Denise to send project application approval with conditions to Michael Koltonow, 66 (SG), after hearing back from James Kozlik regarding his contact with Michael.
AR091304	David to contact Neil Kremer concerning modifications for his applications for: a meditation center and a riding arena. **Done**
AR091304	Denise to send Neil Kremer project application approval for riding arena after David has confirmed modifications. **Done**
MP091304	Denise to complete approved of neighborhood meeting minutes and sending to David.
MP091304	Master Plan Committee to meet on October 15 to review neighborhood meeting proposals.
EL091304	Denise to ask Pamela to (1) send to the Board the names of those she has contacted about potentially running for the Board in November, and (2) ask the Board to contact additional qualified landowners regarding running for the Board.

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Draft(s): 10 02 04; Amended: 10 09-14-FINAL
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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
September 13, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   June 7, 2004 Minutes
   August 2, 2004 Minutes

3. **General Business**
   3.1. Old Business
   ACTION ITEM - 2004 Budget

   3.2. New Business

4. **Report of Officers and Committees**
   4.1. Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1. Old Business
   ACTION ITEM – Communicate with Title Co. regarding liens

   4.1.2. New Business

   4.2. Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs
   4.2.1. Old Business
   ACTION ITEM – *[Pamela]* Request parking plan from Kramer (22-E SG)

   ACTION ITEM – Review Johnston ltr re. enforcing mobile homes stds

   ACTION ITEM – Johnston re. gate across Hercules

   4.2.1 New Business

   4.3. Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair
   4.3.1. Old Business
   ACTION ITEM – *[JT]* Send list of owners needing weed control to Denise

   ACTION ITEM – *[Denise]* Draft letter to landowners re. weed control

   4.3.2. New Business

   4.4. Complaint Committee Report – Charlotte Mizzi – Chair
   4.4.1. Old Business
   ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich

   ACTION ITEM – *[David]* Status of removing rock pile above culvert

   4.4.2. New Business
   Revisit Dog Issue from March Mtg

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4.5. Land Use Master Plan Committee Report – Charlotte Mizzi, Chair

4.5.1. Old Business

4.5.2. New Business

ACTION ITEM – *Denise]* Status of Neighborhood Meetings minutes.

4.6. Recreation Committee Report – Janet Naclerio – Chair

4.6.1. Old Business

ACTION ITEM – Status of legal formation of PVRC

ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury

4.6.2. New Business

4.7. Web Site Committee Report - Edward Anderson, Chair

4.7.1. Old Business

4.7.2. New Business

4.8. Clean-up Committee Report –, Chair

4.9. Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)

5. Other Business

5.1. Shelter Insurance *[Orlando]*

ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*

5.2. Including Parcels in GLA

ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

5.2 Election Committee *[Pamela]*

6. Next Meeting and Adjournment

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9/13/04

09/13/04

Glastonbury Landowners Association, Inc.
Balance Sheet
As of August 31, 2004

	Aug 31, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	12,221.09
1st National Bank Savings	9,876.39
Total Checking/Savings	22,097.48
Accounts Receivable	
Accounts Receivable	69,409.21
Total Accounts Receivable	69,409.21
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	90,933.19
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**90,934.19**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	54,800.49
Net Income	24,405.98
Total Equity	-153,378.12
TOTAL LIABILITIES & EQUITY	**90,934.19**

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09/13/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through August 2004

	Jan - Aug '04	Budget	$ Over Budget
Income			
A. General Income			
1. Church, for Road Paving Loan	1,143.48		
2. Interest Income	18.70		
4. Sanitation Bond Account	1,750.00		
A. General Income - Other	110.00	50,580.00	-50,470.00
Total A. General Income	3,022.18	50,580.00	-47,557.82
B. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	304.00		
05. Dwelling Assessment 2001	395.00		
06. Dwelling Assessment 2002	1,122.18		
07. Dwelling Assessment 2003	2,236.40		
08. Dwelling Assessment 2004	17,841.66		
09.Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	304.00		
13. Land Assessment 2001	515.00		
14. Land Assessment 2002	1,362.18		
15. Land Assessment 2003	2,896.39		
16. Land Assessment 2004	29,924.53		
B. Assessments - Other	120.00		
Total B. Assessments	63,381.34		
C. Late Fees/Finance Charges			
1. Finance Charges	1,140.14		
2. Five Percent Penalty	235.90		
Total C. Late Fees/Finance Charges	1,376.04		
Total Income	67,779.56	50,580.00	17,199.56
Expense			
A. Business Expenses			
1. Banking Fees	29.00		
2. Insurance	4,487.19		
3. Licenses	15.00		
4. Lien Filing	102.00		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	410.00		
A. Business Expenses - Other	0.00	5,446.64	-5,446.64
Total A. Business Expenses	5,458.19	5,446.64	11.55
B. Office Expense			
1. Copying	872.50		
2. Postage	978.58		
3. Office Supplies	210.36		
4. Misc. Expenses	678.98		
5. Refreshments	286.49		
B. Office Expense - Other	0.00	1,466.64	-1,466.64
Total B. Office Expense	3,026.91	1,466.64	1,560.27
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,935.50		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3. Legal Council - Other	953.35		
Total 3. Legal Council	2,757.25		
4. Secretarial	5,394.00		
5. Professional Fees	4,504.37		
6. Treasurer	732.50		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	11,133.28	-11,133.28
Total C. Professional Fees	16,737.02	11,133.28	5,603.74
D. Road Repairs & Maintenance			
1. Loan Payment	22,668.96		
2. Road Maint.			
2.3. Weed Control	45.00		
2. Road Maint. - Other	3,050.00		
Total 2. Road Maint.	3,095.00		

GLA 01721

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through August 2004

	Jan - Aug '04	Budget	$ Over Budget
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	25,666.64	-25,666.64
Total D. Road Repairs & Maintenance	28,328.46	25,666.64	2,661.82
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	180.00		
E. General Expenses - Other	0.00	400.00	-400.00
Total E. General Expenses	300.00	400.00	-100.00
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	565.96		
4. Recreation Area	236.98		
F. Misc. Projects - Other	0.00	6,466.64	-6,466.64
Total F. Misc. Projects	5,614.38	6,466.64	-852.26
H. Discount	437.50		
Total Expense	59,902.46	50,579.84	9,322.62
Net Income	7,877.10	0.16	7,876.94

GLA 01722

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

October 4, 2004

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1. **Call to Order, Prayer**
   The meeting was called to order by David Tonkin at 7:15 p.m., at Golden Ratio Woodworks. Pamela gave the opening prayer.
   PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Orlando Johnson, Pamela May, and James Trisdale (JT)
   ABSENT: Philip Hoag, Edwin Johnson, Charlotte Mizzi
   PROXIES: Pamela May to Cynthia after 8:30 p.m.
   ALSO ATTENDING: Denise Orr (GLA administrative secretary), Dan Blocker, Laura Boise, and Ronda Alexander.

2. **Reading and Disposition of the Minutes General Business**
   September 13, 2004 Minutes
   MOTION: Cynthia motioned and JT seconded to approve the September 13, 2004 meeting minutes as amended. Motion carried.

3. **General Business. None**

4. **Report of Officers and Committees**
   4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
   Cynthia passed out "September 2004 Bank Transactions-Prepared September 26, 2004," "Balance Sheet As of September 30, 2004" and "Income and Expense Budget Overview January through September 2004."

   Reminder from Cynthia to the Board: When submitting petty cash slips, please put the appropriate budget number on the slips.

   4.1.1 Old Business
   ACTION ITEM – Send letter to Title Co. regarding liens. Tabled.

   ACTION ITEM – Draft letter re: increase in assessments. Tabled.

   ACTION ITEM – Financial effect of 5% discount on assessments. Cynthia reported that she has not yet received all the research information from Clare.

   4. 2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair
   4.2.1 Old Business
   ACTION ITEM – Request parking plan from N. Kremer for SG Teaching Center Meditation Building (22-E SG). Done. David reported that Neil's application is now approved based on his submittal of an acceptable parking plan.

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ACTION ITEM – Review E. Johnston letter re: enforcing mobile homes standards. Tabled because of Wallace's building application below.

ACTION ITEM – Revisit Johnston's gate across Hercules Road. The Board discussed the gate issue in detail.
MOTION: JT motioned and Orlando seconded to reject his request for a waiver for the gate and to take down the gate across Hercules Road.
AMENDMENT TO MOTION: JT motioned and James Kozlik seconded to send a letter to E. Johnston stating that since the gate is technically on GLA land, we exercise our easement right to require that Johnston remove the gate within 10 days of the date of our letter or the GLA will remove it for him. Amendment carried: 6 - in favor. 1 – opposed. Amended Motion carried unanimously.

ACTION ITEM – Status of Koltonow's project application. See "New Business" below.

ACTION ITEM - Status of Neil Kremer's Arena Application. Pamela reported that Neil responded to the GLA's request re: the specific purpose of the arena stating that he and Linda have a cottage industry for the purpose of offering riding lessons; there is adequate parking space. The conditions of the GLA's preliminary approval of Neil's application have been met.

4.2.1 New Business

Michael Koltonow, 66 (SG)/Wood Frame Building Construction Application
The Board discussed that Koltonow noted his request for application approval was "urgent" but there were a number of questions concerning his application that needed to be addressed before approval could be considered.
MOTION: James Kozlik motioned and Cynthia Blocker seconded to have a Board member visit Michael Koltonow and his construction site and report back to the Board the findings. The Board member will (1) Check out the power source; (2) Inquire if the 80'x 25' building will be inhabited; (3) Suggest that Michael might want to consider a different placement for the water tank; (4) Request verification of an electrical permit; (5) Request verification of a septic permit or that a licensed contractor installed the septic tank; (6) Inform Michael that our accounting department is in the process of researching a record of the $250 reclamation bond which he claims to have submitted with his original application several years ago. Advise Michael that it would be helpful and speed up the process if he could provide a cancelled check or receipt. Motion carried.
Orlando agreed to visit Michael with the above information.

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Robert & Mary Wallace, 84-D SG, Subdivision and Home Construction Application

Subdivision Application: Board discussed this parcel which is owned by tenancy-in-common. Board discussed that it needs plat map and signatures of all of the tenants-in-common before reviewing further.

Home Construction Application:

MOTION: JT motioned and Orlando seconded that Wallace be informed that the GLA cannot fully evaluate his application until it receives: (1) A plat map showing preliminary lot lines indicating where the house will be situated; (2) The location of the well, septic system and set backs; (3) Specific clarification as to whether the Burns shelter is or is not tied into the septic system Wallace will be sharing, and an explanation as to whether or not the existing septic and well is a community septic and well or if they are for single family residents; and (4) Payment of $250 for the sanitation bond is required. (The bond from the previous construction application cannot be transferred to this new project as that project has not been completed). Motion carried.

Jacob Meijer, Parcel 33 NG, Construction of Garage Application. It was noted that the garage has already been constructed.
MOTION: JT motioned and Orlando seconded to approve the garage with the condition that an electrical permit is obtained before electric work is started. Motion carried with one abstention.

Sabrina Hanan, Parcel 55 (NG), Construction of Home & Garage Application.
Board discussed.
MOTION: James Kozlik motioned and Edward Anderson seconded to approve Sabina Hanan's application for construction of home & garage on Parcel 55 (NG) with the following conditions: (1) the complete information on electrical and septic permits is submitted; (2) the disturbed land is reseeded after construction; and (3) the $250 sanitation bond is submitted. Motion carried with one abstention.

Fire Hydrant at Capricorn and Venus: The rural Fire Dept. strongly urged Glastonbury to help install this hydrant to improve fire-fighting capabilities for homes in NG. The total cost for GLA, including installation, would be approximately $2,500. The Fire Dept. is willing to pay for the hydrant and elbow at the bottom of the hydrant and has proposed that the GLA pays $1,000-$1,500 for installment plus $1,000 for the "T" and shut off valve. The contractor who would do this job is Mike Graham. The hydrant installation was important even though it was not in our 2004 budget.
MOTION: Orlando motioned and Janet seconded to approve $2,500 for the cost of installation Motion carried.

Kathleen Ramp Application to Relocate Parcels 97/98 (SG) Road. David reported that Kathleen contacted him by phone prior to the meeting requesting approval to relocate her road to a location closer to the driveway on Parcel 95 where it ties into Hercules. Her current road

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moved Golmeyer Cr., which was not approved by the Department of Natural Resources and Conservation, and she needs to move it back. The Board agreed that David could meet with Kathleen on their behalf and workout the final details of the conditions for approval for the relocation of her road. The Board also agreed that our conditions of approval for the road (including that her road must meet all state requirements) should be documented in writing for Kathleen and our files.

Kathleen Ulrich, 32-D (NG)/ Application for Shed Construction and Setback Variance. MOTION: Orlando motioned and JT seconded to approve Ulrich's shed construction and variance. Motion carried.

4.2 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – *[Denise]* Draft letter to landowners re: weed control. Done.

4.3.1 New Business

Guard posts for High South Glastonbury Fire Fighting Water Tank. David reported that we need to put up guard posts around the buried tank because people are parking over it and there is some cave-in occurring.

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Ulrich. David presented the 3-page clean-up plan that Ulrich signed on 10/4/04. The clean-up plan gives GLA the right to clean up if Ulrich fails to do so by the dates stated in the clean-up plan and charge her GLA's cost. David hopes to have community clean-up party on 10/16/04 at Ulrich's home.
MOTION: Orlando motioned and JT seconded to approve Ulrich's clean-up plan. Motion carried.

ACTION ITEM – *[David]* Status of removing rock pile above culvert. Tabled.

ACTION ITEM – Status of Hansard clean up. New phone number sent to P. Hoag to follow up with Hansard.

4.4.2 New Business

Cynthia/Daniel Blocker Complaint re: Barking Dogs & Eyesore on J. Trisdale Property. Board reviewed and discussed a written complaint submitted by Cynthia Blocker with both parties. It proposed forming a committee comprised of Orlando Johnson, James Kozlik and David to visit the property in question and to meet separately with each party – for the purpose of gathering facts. The Committee will then report its findings to the rest of the Board for final review. Both parties approved the committee members and their role in fact finding. The

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Board also requested that JT submit a written response to the Blockers' complaint to James Kozlik or David Tonkin within one week.

Revisit Dog Issue from March Meeting: Tabled.

Eleanor Schieffelin Letter Re: Complaint about Cars & Trailers on Parcel 38 NG. Tabled.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – Status of Neighborhood Meetings minutes. Denise confirmed that the minutes will be transcribed and sent to attendees of meetings for approval.

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson

4.6.1 Old Business

ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury.

4..6.2 New Business

Status report on PVRC activities. Tabled.

4.7 Web Site Committee: Edward Anderson, Chair. No report.

4.8 Clean-up Committee: No report.

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson (NG). No report.

5. Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando & Philip]*. Tabled.

5.2 Including Parcels in GLA

ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. Tabled.

5.3 Election Committee: Pamela May, Chair.

ACTION ITEM – Status report. No report.

6. Next Meeting and Adjournment

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Draft(s); 10 12 04 final
Approved: 11 01 04:

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The meeting was officially adjourned at 10:06 p.m. (when quorum was not met) but continued on until 10:20 p.m. The next meeting will be held November 1, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

AR100404.1 Send E. Johnston letter re: gate. **Done.**

AR100404.2 Orlando to contact Koltonow re: new application. **Done**

AR100404.3 Denise to write to Koltonow when Board grants final decision on his application.

AR100404.4 Denise to write R. Wallace re: subdivision and home construction applications when Board comes to final decision re: his applications.

AR100404.5 Denise to send Jacob Meijer garage approval.

AR100404.6 Denise to send Sabrina Hanan approval for home & garage application.

AR100404.7 David to contact Kathleen Ramp re: relocation of road and document approval agreement. **Done**

AR100404.8 Denise to send approval to K. Ulrich for shed construction and variance.

CP100404.1 Denise to send approval to K. Ulrich for her clean-up plan.

CP100404.2 Orlando, James K. and David to gather facts on Blocker complaint, meet with 2 parties and report to Board. **Done**

MP100404 Denise to send neighborhood meeting minutes to attendees for approval. **Done.**

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Approved: 11 01 04:

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
October 4, 2004

1 Call to Order, Opening Prayer

2 Reading and Disposition of Minutes
September 13, 2004 Minutes

3 General Business
3.1 **Old Business**

3.2 **New Business**

4 Report of Officers and Committees
4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
4.1.1 Old Business
ACTION ITEM – Send letter to Title Co. regarding liens - **Table**
ACTION ITEM – Draft letter re. increase in assessments -**Table**
ACTION ITEM – Finacial effect of 5% discount on assessments

4.1.2 New Business

4.2 **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
***4.2.1* Old Business**
ACTION ITEM – *[David]* Status on parking plan from Kramer (22-E SG) **Done**
ACTION ITEM – *[David]* Review Johnston ltr re. enforcing mobile homes stds
ACTION ITEM – Revisit Johnston's gate across Hercules Rd
ACTION ITEM – Status of Koltonow's project application
ACTION ITEM – Status of Kremer's arena application

4.2.1 New Business
Wallace, 84 SG Subdivision & House application
Jacob Meijer, 33 NG Garage
Sabrina Hanan, 55 NG Home and garage
Fire Hydrant at Capricorn and Venus
Ramp road relocation

4.3 **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
4.3.1 Old Business
ACTION ITEM – *[Denise]* Draft letter to landowners re. weed control

4.3.2 New Business
Guard Posts for high south water tank
Guard posts for SG water reservoir

4.4 **Complaint Committee Report** – Charlotte Mizzi – Chair
4.4.1 Old Business
ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich

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ACTION ITEM – *[David]* Status of removing rock pile above culvert **Table**
ACTION ITEM – *[Denise]* Status of Hansard clean up

4.4.2 New Business
Revisit Dog Issue from March Mtg

4.5 **Land Use Master Plan Committee Report** – Charlotte Mizzi, Chair
4.5.1 Old Business
ACTION ITEM – *[Denise]* Status of Neighborhood Meetings minutes.

4.5.2 New Business

4.6 **Recreation Committee Report** – Janet Naclerio – Chair
4.6.1 Old Business
ACTION ITEM – *[David]* Status on filing Parcel 16A as part of Glastonbury

4.6.2 New Business
Status report on PVRC activities

4.7 **Web Site Committee Report** - Edward Anderson, Chair
4.7.1 Old Business

4.7.2 New Business

4.8 **Clean-up Committee Report** –, Chair

4.9 **Ombudsman Report** – Jeanie Campbell (SG) & Richard Johnson (NG)

5 Other Business
5.1 **Shelter Insurance** *[Orlando]*
ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*

5.2 **Including Parcels in GLA**
ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

5.2 **Election Committee** *[Pamela]*
ACTION ITEM – Status report

6 Next Meeting and Adjournment

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Oct 4, 2004 MTG MIN

10/04/04

Glastonbury Landowners Association, Inc.
Balance Sheet
As of September 30, 2004

	Sep 30, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	10,850.33
1st National Bank Savings	9,876.39
Total Checking/Savings	20,726.72
Accounts Receivable	
Accounts Receivable	69,712.20
Total Accounts Receivable	69,712.20
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	89,865.42
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**89,866.42**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	54,800.49
Net Income	23,338.21
Total Equity	-154,445.89
TOTAL LIABILITIES & EQUITY	**89,866.42**

to

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Oct 4, 2004
MTG MIN

10/04/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through September 2004

	Jan - Sep '04	Budget	$ Over Budget
Income			
A. General Income			
1. Church, for Road Paving Loan	1,143.48		
2. Interest Income	18.70		
4. Sanitation Bond Account	1,750.00		
A. General Income - Other	110.00	56,902.50	-56,792.50
Total A. General Income	3,022.18	56,902.50	-53,880.32
B. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	304.00		
05. Dwelling Assessment 2001	395.00		
06. Dwelling Assessment 2002	1,133.47		
07. Dwelling Assessment 2003	2,180.72		
08. Dwelling Assessment 2004	17,892.56		
09.Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	304.00		
13. Land Assessment 2001	515.00		
14. Land Assessment 2002	1,493.46		
15. Land Assessment 2003	2,960.71		
16. Land Assessment 2004	29,895.42		
B. Assessments - Other	120.00		
Total B. Assessments	63,554.34		
C. Late Fees/Finance Charges			
1. Finance Charges	1,157.52		
2. Five Percent Penalty	241.90		
Total C. Late Fees/Finance Charges	1,399.42		
Total Income	67,975.94	56,902.50	11,073.44
Expense			
A. Business Expenses			
1. Banking Fees	29.00		
2. Insurance	4,487.19		
3. Licenses	15.00		
4. Lien Filing	452.14		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	410.00		
A. Business Expenses - Other	0.00	6,127.47	-6,127.47
Total A. Business Expenses	5,808.33	6,127.47	-319.14
B. Office Expense			
1. Copying	872.50		
2. Postage	1,125.33		
3. Office Supplies	210.36		
4. Misc. Expenses	678.98		
5. Refreshments	286.49		
B. Office Expense - Other	0.00	1,649.97	-1,649.97
Total B. Office Expense	3,173.66	1,649.97	1,523.69
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,935.50		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3.3 Ullrich	40.00		
3. Legal Council - Other	953.35		
Total 3. Legal Council	2,797.25		
4. Secretarial	6,366.00		
5. Professional Fees	4,570.37		
6. Treasurer	732.50		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	12,524.94	-12,524.94
Total C. Professional Fees	17,815.02	12,524.94	5,290.08
D. Road Repairs & Maintenance			
1. Loan Payment	22,668.96		
2. Road Maint.			
2.3. Weed Control	45.00		
2. Road Maint. - Other	3,050.00		

GLA 01734

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through September 2004

	Jan - Sep '04	Budget	$ Over Budget
Total 2. Road Maint.	3,095.00		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	28,874.97	-28,874.97
Total D. Road Repairs & Maintenance	28,328.46	28,874.97	-546.51
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	272.00		
E. General Expenses - Other	0.00	450.00	-450.00
Total E. General Expenses	392.00	450.00	-58.00
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	565.96		
4. Recreation Area	407.23		
F. Misc. Projects - Other	0.00	7,274.97	-7,274.97
Total F. Misc. Projects	5,784.63	7,274.97	-1,490.34
H. Discount	437.50		
Total Expense	61,739.60	56,902.32	4,837.28
Net Income	6,236.34	0.18	6,236.16

GLA 01735

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Glastonbury Landowners Association
Board Member Proxy Notification

I, Pamela May,

give my proxy to Cynthia Blocker

for the GLA Board of Directors Meeting on 10-4-04 .
date

Pamela May
signature

10-4-04
date

after 8:30 pm.

GLA 01736

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GLA 01737

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

November 1, 2004

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1. **Call to Order, Prayer**
The meeting was called to order by David Tonkin at 7:15 p.m., at Golden Ratio Woodworks. Philip gave the opening prayer.
PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Philip Hoag, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT).
ABSENT: All present.
PROXIES:
ALSO ATTENDING: Denise Orr (GLA administrative secretary), Laura Boise (landowner), Dan Blocker (landowner), and Ronda Alexander (landowner).

2. **Reading and Disposition of the Minutes General Business**
October 4, 2004 Meeting Minutes

MOTION: James Trisdale motioned and James Kozlik seconded to approve the October 4, 2004 Meeting Minutes. Motion carried with one abstention from Charlotte Mizzi.

3 **General Business**

3.1 Old Business

ACTION ITEM – *[Denise]* Status of list of all GLA motions. Tabled
ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order. Tabled

4. **Report of Officers and Committees**

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia passed out "October 2004 Bank Transactions-Prepared Oct. 30, 2004," "Balance Sheet As of Oct. 31, 2004" and "Income and Expense Budget Overview January through October 2004." Cynthia distributed "Liens Filed During the Watch of Cynthia Blocker, 10/31/04," which listed paid and unpaid liens.

4.1.1 Old Business

ACTION ITEM – Send letter to Title Co. regarding liens. Done

ACTION ITEM – Financial effect of 5% discount on assessments. Cynthia stated that Clare's research revealed that this discount was advantageous in that it brought in more assessment income earlier in the year than had ever been received in prior years. The Board discussed that the advantage of receiving this income early versus the cost of the discount to GLA was about equal. The Board agreed to again offer the 5% discount on assessments in 2005.

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4.1.2 New Business
Letter to Landowners concerning increase in assessments. David stated that the goal is to mail this letter to landowners by the end of November.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair
4.2.1 Old Business
ACTION ITEM – Status re: Johnston letter - re: enforcing mobile homes stds. Done
ACTION ITEM – Send response re: Johnston's gate across Hercules Rd. Done
ACTION ITEM – Status of Koltonow's project application. Done
ACTION ITEM – Send response re: Wallace's building application (84 SG). Done
ACTION ITEM – Wallace's subdivision application (84 SG). Done
ACTION ITEM – Send response to Meijer re: garage application. Done
ACTION ITEM – Send response to Hanan re: house application. Done
ACTION ITEM – Send response to K. Ulrich re: shed application. Done

4.2.1 New Business
Review Proposed Fee Schedule for project applications. Cynthia distributed "Proposed Fee Schedule to Be Considered by the GLA Board" that is a compilation of suggestions from the architectural committee. James proposed that the project application fee (#8 on above proposed schedule) be doubled for project applications that are submitted *after* construction has taken place. Board discussed proposed fee schedule briefly and agreed to review it in its entirety at December meeting.

MOTION: Pamela motioned and James Kozlik seconded that a flat $20 non-refundable fee be submitted with each project application, effective immediately.
Board discussion.
AMENDMENT: Orlando motioned and Philip seconded to amend the above fee of $20 to $25 and that there should be an increase in this fee every two years based on the cost of living index (rounded to the nearest dollar). This fee will be posted on our website and added to our project application materials. Amendment carried.
Motion carried.

Peter Duffy, 50-A (NG), Building Application. Application for replacing mobile home with construction of new home. Board reviewed.
MOTION: Pamela motioned and JT seconded to approve the application for replacing a mobile home with construction of a new home from Peter Duffy on Lot 50-A (NG) with the conditions: (1) An electrical permit is obtained; (2) Peter checks with the Sanitarian to confirm that his current septic system is adequate for 4 bedrooms; and (3) The land be reseeded after construction. Motion carried.

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South Glastonbury Teaching Center, 23A (SG), Application for extension of garage. MOTION: Pamela motioned and Cynthia seconded to approve the SGTC's application for an extension of its garage on the conditions that an electrical permit be obtained and the $250 sanitation bond be submitted. Motion carried.

Church Universal & Triumphant, 32-A and 33-A (NG), Application to replace water reservoir. Board reviewed.
MOTION: Pamela motioned and Philip seconded to approve the application from the Church Universal and Triumphant to replace their water reservoir supplying water to Golden Age Village with a new steel water tank with the condition that tall shrubs be planted to help conceal the tank. Motion carried with one abstention from Charlotte Mizzi.

Cargo Units on Paul Rantallo's Property, 30-E. Philip reported that Paul Rantallo has moved one or two red cargo units to the area where the just removed mobile home formerly resided.
MOTION: Charlotte motioned and JT seconded that the GLA write a letter to Paul Rantallo stating that he needs to submit a project application to the GLA for the placement of the cargo units on his property. Also, he needs to rectify the culvert situation. Motion carried.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – *[Denise]* Draft letter to landowners re. weed control. Done
ACTION ITEM – *[David]* Review Road Maintenance plan. Tabled

4.3.1 New Business. None

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – Review Blocker/Trisdale complaint David read the Ad Hoc Committee's report on findings concerning the complaint. The Board and both parties discussed the issue at length. The following actions were proposed as final solutions and accepted by both parties: (1) The trailer and GLA pickup with sander will be moved to the back of the Trisdale home; (2) The present location for storing the equipment is acceptable to both parties and new requests to change the location will not be given; (3) The GLA will provide two extension cords for winter plug-in of equipment and provide a neutral colored tarp to cover the hay; and (4) David will draw up a document, for each party's signature.

ACTION ITEM – *[Denise]* Send response to K. Ulrich re: clean-up plan. Done

ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich. David reported clean up has started.

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ACTION ITEM – *[David]* Status of removing rock pile above culvert. Tabled

ACTION ITEM – Status of Hansard clean up. David reported a final letter was recently sent to Hansard, 81 SG, requesting submittal of a clean-up plan or face legal action.

4.4.2 New Business
Revisit Dog Issue from March Mtg. Tabled
Everett Johnson complaint letter. Tabled

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.
4.5.1 Old Business. None.

4.5.2 New Business.
Review changes to proposed Master Plan. David and Charlotte reported that the Committee has tallied the recommendations that were submitted by the neighborhood meeting and these recommendations will be presented at the Annual Meeting.

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson, Kristen Hardesty
4.6.1 Old Business
ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury. Received papers to file on Parcel 16A.

4.6.2 New Business
Status report on PVRC activities.

Formation of PVRC Articles without Authorization by PVRC or GLA Board and Election of new PVRC Board without due notification.
The Board's discussion on the above issues included the following: (1) The GLA leases the recreation land to the PVRC and the GLA needs to draw up a formal lease; (2) A review of Robert Wallace's e-mail letter of Oct. 31, 2004 concerning the same above issues and additional concerns. GLA will respond to Robert Wallace's letter stating that the Board is in the process of reviewing the issues he has raised in his letter; (3) Janet will acquire a copy of the Articles of Incorporation that Pouwel filed and give to the GLA Board to review; and (4) Orlando, James Kozlik, Janet and David will form a committee that will meet to compile the facts surrounding this issue; a couple of members of this committee will meet informally with the PVRC Committee on Wednesday evening to discuss the issues amicably and convey the information listed in the Motion (see below). Board stressed that discussion should include extending the GLA's gratitude to Pouwel for his service to the PVRC. (5) David will consult with our attorney regarding the quorum issue in the recent PVRC election.
MOTION: Orlando motioned and Cynthia seconded that the PVRC Committee should be told at their Wednesday, November 3rd meeting, to abate further action in the application of

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incorporation until after the GLA reviews the incorporation papers and agrees on the action to be taken regarding this document. Motion carried.

MOTION: Edwin motioned and Philip seconded to table further discussion concerning the above issue until the fact-finding committee reports back to the GLA Board. Motion carried.

Request from Pouwel Gelderloos for PVRC financial statements. Board to review this request after meeting with PVRC takes place.

4.7 Web Site Committee: Edward Anderson, Chair. No report

4.8 Clean-up Committee: No report

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson(NG) No report.

5. Other Business

5.1 Shelter Insurance *[Orlando]*
ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando & Philip.]*
Tabled

5. 2 Including Parcels in GLA
ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. Tabled

5.3 Election Committee *[Pamela]*
ACTION ITEM – Status report; Review Annual Meeting Agenda & Assignments
David reviewed the annual meeting agenda and the report he will give at that meeting. He requested the Board members, who will give reports at the meeting, to give Denise outlines or transcripts of their reports.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:25 p.m. with no further business. The next meeting will be held on November 13, 2004 following the Annual Election Meeting at the Emigrant Hall. The following regularly scheduled meeting will be held on December 6, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

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NEW ACTION ITEMS:

TR110104	Cynthia: Notify landowners about 5% discount in assessments.
TR110104	David to send letter in November to Landowners concerning increase in assessments.
AR110104	Board to review proposed fee schedule for discussion at December meeting.
AR110104	Denise to revise project applications to reflect new application fee and forward the information to Rudy for the website. Notify Pamela of new applications. **Done.**
AR110104	Denise to send project approval to P. Duffy. **Done.**
AR110104	Denise to send project approval to SGTC. **Done.**
AR110104	Denise to send project approval to Church re: water reservoir. **Done.**
AR110104	Denise to draft letter to Paul Rantallo. **Done.**
CP110104	David to draft resolution agreement for Blocker and Trisdale. Provide materials to Trisdale. **Done**
RC110104	Janet to acquire articles filed by Pouwel. for GLA Board review.
RC110104	GLA Board to develop lease agreement with PVRC.
RC110104	Fact-finding Committee, Orlando, James K., Janet and David, to meet to compile the facts surrounding PVRC issue and report to Board.
RC110104	Members of Fact-finding Committee meet with the Recreation Committee. **Done**
RC110104	David to consult with our attorney re: the quorum issue in the recent PVRC election
RC110104	Denise draft response to Robert Wallace's letter re: PVRC. **Done.**
EL110104	Board members who will speak at annual meeting to give Denise transcripts or outlines of their reports
EL110104	Denise to send history of 2004 complaints to Charlotte. **Done.**

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
November 1, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   October 4, 2004 Minutes

3 **General Business**
   3.1 Old Business
   ACTION ITEM – *[Denise]* Status of list of all motions
   ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order

   3.2 New Business

4 **Report of Officers and Committees**
   4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1 Old Business
   ACTION ITEM – Send letter to Title Co. regarding liens
   ACTION ITEM – Financial effect of 5% discount on assessments

   4.1.2 New Business

   4.2 Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs
   4.2.1 Old Business
   ACTION ITEM – Status re. Johnston ltr re. enforcing mobile homes stds
   ACTION ITEM – Send response re. Johnston's gate across Hercules Rd
   ACTION ITEM – Status of Koltonow's project application
   ACTION ITEM – Send response re. Wallace's building application (84 SG)
   ACTION ITEM – Wallace's subdivision application (84 SG)
   ACTION ITEM – Send response to Meijer re. garage application
   ACTION ITEM – Send response to Hanan re. house application
   ACTION ITEM – Send response to K. Ulrich re. shed application

   4.2.1 New Business
   Review Proposed Fee Schedule for project applications

   4.3 Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair
   4.3.1 Old Business
   ACTION ITEM – *[Denise]* Draft letter to landowners re. weed control
   ACTION ITEM – *[David]* Review Road Maintenance plan

   4.3.2 New Business

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4.4 Complaint Committee Report – Charlotte Mizzi – Chair

4.4.1 Old Business

ACTION ITEM – Review Blocker/Trisdale compliant
ACTION ITEM – *[Denise]* Send response to K. Ulrich re. clean-up plan
ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
ACTION ITEM – *[David]* Status of removing rock pile above culvert
ACTION ITEM – Status of Hansard clean up

4.4.2 New Business

Revisit Dog Issue from March Mtg
Everett Johnson compliant ltr

4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair

4.5.1 Old Business

4.5.2 New Business

Review changes recommended by committee & presentation at Annual Mtg

4.6 Recreation Committee Report – Janet Naclerio – Chair

4.6.1 Old Business

ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury

4.6.2 New Business

Status report on PVRC activities
Formation of PVRC without authorization by PVRC or GLA Board

4.7 Web Site Committee Report - Edward Anderson, Chair

4.7.1 Old Business

4.7.2 New Business

4.8 Clean-up Committee Report –, Chair

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)

5 Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando & Philip]*

5.2 Including Parcels in GLA

ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

5.3 Election Committee *[Pamela]*

ACTION ITEM – Status report; Review Annual Mtg Agenda & Assignments

6 Next Meeting and Adjournment

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Recvd at 11/1/04 MTG.

11/01/04

Glastonbury Landowners Association, Inc.
Balance Sheet
As of October 31, 2004

	Oct 31, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	10,141.07
1st National Bank Savings	9,876.39
Total Checking/Savings	20,017.46
Accounts Receivable	
Accounts Receivable	67,233.55
Total Accounts Receivable	67,233.55
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	86,677.51
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**86,678.51**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	54,800.49
Net Income	20,150.30
Total Equity	-157,633.80
TOTAL LIABILITIES & EQUITY	**86,678.51**

GLA 01747

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Recvd at 11/1/04
MTG

11/01/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through October 2004

	Jan - Oct '04	Budget	$ Over Budget
Income			
A. General Income			
1. Church, for Road Paving Loan	1,143.48		
2. Interest Income	18.70		
4. Sanitation Bond Account	2,000.00		
A. General Income - Other	110.00	63,225.00	-63,115.00
Total A. General Income	3,272.18	63,225.00	-59,952.82
B. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	304.00		
05. Dwelling Assessment 2001	515.00		
06. Dwelling Assessment 2002	1,202.50		
07. Dwelling Assessment 2003	2,286.75		
08. Dwelling Assessment 2004	18,623.82		
09.Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	304.00		
13. Land Assessment 2001	635.00		
14. Land Assessment 2002	1,562.50		
15. Land Assessment 2003	3,093.35		
16. Land Assessment 2004	30,916.07		
B. Assessments - Other	120.00		
Total B. Assessments	65,922.99		
C. Late Fees/Finance Charges			
1. Finance Charges	1,184.62		
2. Five Percent Penalty	259.26		
Total C. Late Fees/Finance Charges	1,443.88		
Total Income	70,639.05	63,225.00	7,414.05
Expense			
A. Business Expenses			
1. Banking Fees	29.00		
2. Insurance	4,487.19		
3. Licenses	15.00		
4. Lien Filing	452.14		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	242.80		
8. Refund on Overpayment	410.00		
A. Business Expenses - Other	0.00	6,808.30	-6,808.30
Total A. Business Expenses	6,001.13	6,808.30	-807.17
B. Office Expense			
1. Copying	976.06		
2. Postage	1,279.95		
3. Office Supplies	259.06		
4. Misc. Expenses	678.98		
5. Refreshments	286.49		
B. Office Expense - Other	0.00	1,833.30	-1,833.30
Total B. Office Expense	3,480.54	1,833.30	1,647.24
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	2,936.50		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3.3 Ullrich	480.00		
3. Legal Council - Other	953.35		
Total 3. Legal Council	3,237.25		
4. Secretarial	7,062.00		
5. Professional Fees	5,002.37		
6. Treasurer	732.50		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	13,916.60	-13,916.60
Total C. Professional Fees	20,384.02	13,916.60	6,467.42
D. Road Repairs & Maintenance			
1. Loan Payment	22,668.96		
2. Road Maint.			
2.1 Misc. Maintenence	230.00		
2.3. Weed Control	45.00		
2. Road Maint. - Other	3,050.00		

GLA 01748

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Recvd at 11/1/04 MTG

11/01/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through October 2004

	Jan - Oct '04	Budget	$ Over Budget
Total 2. Road Maint.	3,325.00		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	32,083.30	-32,083.30
Total D. Road Repairs & Maintenance	28,558.46	32,083.30	-3,524.84
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	272.00		
E. General Expenses - Other	0.00	500.00	-500.00
Total E. General Expenses	392.00	500.00	-108.00
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	565.96		
4. Recreation Area	456.84		
F. Misc. Projects - Other	24.68	8,083.30	-8,058.62
Total F. Misc. Projects	5,858.92	8,083.30	-2,224.38
H. Discount	437.50		
Total Expense	65,112.57	63,224.80	1,887.77
Net Income	5,526.48	0.20	5,526.28

GLA 01749

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	Proposed Fee Schedule to be considered by the GLA board			
				10/31/04
	description	**Suggested Price # 1**	**Suggested Price # 2**	**boards decision**
1	All fees non-refundable including a NON-REFUNDABLE SANITATION BOND			NEW IDEA
2	Building Permit-Dwelling over 200 sq ft.	$ 150.00	$ 100.00	
3	New roads (private ?)	$ 150.00	$ 100.00	
4	Driveways, Well, Septic	$ 25.00	$ 20.00	
5	Subdivisions	$ 150.00	$ 100.00	
6	Variance	$ 25.00	$ 20.00	
7	Well or septic or building additions	$ 25.00	$ 20.00	
8	Late fee for failure to provide application prior to starting projects. Requires immediate attention	$ 50.00	In addition to regular fees	
9	Building permit that covers items 2,3,5,6 for non-commercial projects.	(separate fees would cost $475) $400	NEW IDEA	
10	Sanitation Bond-Will be inaddition to fees above and will be non-refundable	$ 250.00	$ 250.00	In addition to all other fees
11	Mobile Home Replacement	$ 150.00	$ 100.00	
12	Commercial-or multi-lots--Other Constrution Projects	$ 500.00	$ 250.00	
13	Dwelling Under 200 square feet	N/A	N/A	
14	Sign Permit	$ 25.00	$ 20.00	

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15	Fee for montly payment plans/ per payment	$ 1.00	$ 1.00	
16	Fee for quarterly payment/ per payment	$ 2.00	$ 2.00	
17	Picking up stray dogs or animals	$ 50.00	$ 50.00	
18	Fine for dogs & cats without rabies shots	$ 50.00	$ 50.00	
19	Lien filing fee be raised on domestic owners	$ 55.00	$ 55.00	
20	Lien filing fee be raised on international owners	$ 60.00	$ 60.00	
21				
22	All fees non-refundable including NOW a NON-REFUNDABLE SANITATION BOND			
23				
	All fees above if not paid will be added to the assessment invoice. Penalties and interest will apply. If and when the balance due becomes greater than $250.00 the standard lien process will become effective.			

The above list developed as a result of the budget shortfall and looking at means to increase the income for the GLA. We need to pay for proffessional fees sometimes to reach a decision before approving project applications. Many times multiple visits are required to a site and many telephone calls and time spent before a project is approved. Time is spent preparing copies, getting maps from the county recorder for the entire board to review. All this takes time and money. Previous boards just did not record, documents and follow-up on subdivisions and we were surprised when we had no documentation to support some subdivisions. This board has had to fill in the gaps and develope a process. This board has also lowered the trigger point for filing liens and has agreed to aggressively file liens when that trigger point is reached. Prior to a lien a three month collection process begins that also takes extra time and follow-up to an attempt to collect on these delinquent acounts. This is what is different than what was done previous to 2001. We therefore, have had more costs than we had in previous years. This list is an attempt to recover some of our costs of doing business.

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Liens Filed during the watch of Cynthia Blocker

10/31/04 YELLOW NOT PAID BLUE=PAID

Lien filed date	Name	Parcel no.	Amount	Date Paid	Lien Released date
[illegible]ober 7th 2002	Steven Burkley	SG76	$ 1,365.93		
	William Davis	SG65	$ 6,598.54		
	Louis Dofo	NG23	$ 4,380.25		
	Dowbenko, Uri	NG 1-B	$ 2,139.53		
	Kenneth Fraier	SG 31-E	PAID	10/28/02	Dec. 28, 02
	Kathy Garcia	NG 32-C	$ 2,600.20		
Altegra Credit	Kenneth Green	NG48	$ 4,409.37		
	William Holder	NG 39	$ 4,879.54		
	Marlene LaShomb	SG84	PAID	5/10/04	May 19th 2004
	Manfred Leykamm	SG55	PAID	31-Dec-02	Jan. 02,2003
	Randolph A Mack	NG23-C	$ 2,402.25		
	Alan, Maniaci	SG 78	$ 1,763.55		
	Zygmond Mayer	NG 45	PAID	12/31/02	Jan. 02/2003
	Pedro Pinardo	SG 32-A	PAID	11/16/02	Dec02/2002
	Robert Quarles	NG 24B	$ 2,600.20		
	Judith Schmidt/Roger W	SG 47	$ 2,607.39		
	Robert Sherwood	SG 50B	$ 1,941.87		
	Ronald Strykert	NG 31-E	PAID	Jan 7 2003	Jan 10th 2003
	Edward Tsuru	Sg 50-C	$ 1,710.18		
Jan 10th 2003	Bank of NY	Sg 21-E	PAID	1/10/03	May 26th 2004
	William Neil Davis	NG43-3	$ 1,377.10		
	Bernice Hazen	SG 25-E	PAID	transfer to Son	5/19/04
	John Hazen	Sg 25A	PAID	May 1st 2003	May 4th 2004
	Gail Louise Johnson	Sg-49	PAID	Aug ,17,2004	9/2/04
	Kenneth Mueller	SG-47	$ 1,188.73		
	Lydia Pisani	SG-22-C	$ 1,418.42		
	Carolyn Thorburn	SG-93-A	$ 1,350.61		
	Roger Weise	SG-47	$ 1,300.15		
July 30th 2003	Scott Pellet	SG 83	LOSS	SOLD before Lien was filed to Everti Jc	
	Jorn Eisvang	SG 64	$ 852.07		
	Robert Sherwood	SG 50 D	$ 2,173.43		
	Craig Newhouse	NG-57-E-1	$ 835.09		
	John Diaz	Sg 32-B	PAID	July 2nd 2004	July 12th, 2004 Title
	Chalice Well	SG 84	PAID	Sept 7 2003	Nov. 17, 2003
Mueller, Germain	Thomas Germaine	SG 24	$ 1,277.46		
25-Aug-04	Roxanne Duke	NG33C	$ 538.38		
	Eisvang, Jorn	SG63	$ 170.82		
	Donald Hayward	SG35C	$ 1,074.63		
	Manfred Leykamm	SG 55	$ 522.89		
	Zygmond Mayer	NG 45	$ 522.89		
Total			**$ 54,001.47**	Outstanding debt	

C:\My Documents\Liens filed on my watch C Blocker (version 1)

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

December 6, 2004

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1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:00 p.m., at Golden Ratio Woodworks. James gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Edwin Johnson, Allysa Angelis Allen, Ronda Alexander, Laura Boise, Joanna Snyder

ABSENT: Orlando Johnson, Charlotte Mizzi

PROXIES: Orlando to David; Charlotte to David

ALSO ATTENDING: Denise Orr (GLA administrative secretary), George Makris (Landowner), Kathleen Rakela (Landowner)

2. Reading and Disposition of the Minutes General Business. Tabled.

November 1, 2004.

3 General Business

3.1 New Business

A work sheet listing the officers and committee chairs to be elected was distributed to the Board and various Board members described the basic duties/responsibilities of each office or chair. Each Board member briefly described his/her skills/background and interest.

Elect New Officers –Board members nominated the following individuals to fill officer positions on the Board:

President: James Kozlik
Vice-President: Ronda Alexander
Treasurer: Cynthia Blocker
Secretary: Janet Naclerio

Elect Committee Chairs - Board members volunteered to fill the following positions:

Architectural: (NG) Ronda Alexander (Chair), Laura Boise
(SG) Alyssa Allen (Chair), Laura Boise

Road and Weed: Tabled.

Note: David reported that James Trisdale has agreed to be available as a consultant for this committee.

Recreation: Laura Boise, Edwin Johnson, Janet Naclerio & Edward Anderson (alternate); chair to be elected in January.

Complaint: Ronda Alexander (Chair), Joanna Snyder.

Master Plan: Laura Boise, Orlando Johnson, Charlotte Mizzi, David Tonkin; chair to be elected in January.

Website: Edward Anderson (Chair).

Clean-Up: Tabled

Database: Tabled

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Lessons learned regarding November 13, 2004 Annual Meeting:
Suggestions/Comments from the Board included:
(1) Research should be done to determine if meeting could start before quorum is met.
(2) To streamline the time it takes to count the votes, the following was suggested: absentee ballots received prior to the meeting should be registered/tallied before the meeting or the ballot table should count them and add them to the tally during the very beginning of the meeting *prior* to the time when attendees vote.
(3) Board members regarding issues brought before the Board should always maintain confidentiality.
(4) Committee Sign-up Sheets should be posted at the meeting for landowners who desire to volunteer to serve on GLA committees.

Things to consider as a Board Director: David distributed a list of 12 items. (Attached).

3.2 Old Business
ACTION ITEM – *[Denise]* Status of list of all motions. **Tabled.**
ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order. **Tabled.**

4. Report of Officers and Committees

4.1.1 Treasurer's Report: Cynthia Blocker, Treasurer. Cynthia distributed "Balance Sheet as of December 5, 2004" and "Income and Expense Budget Overview; Jan. 1 through Dec. 5, 2004.

4.1.1 Old Business
ACTION ITEM – *[Cynthia]* Send letter notifying landowners of Jan. assessment discount. **Tabled.**
ACTION ITEM – *[David]* Send letter notifying landowners of assessment increase. **Tabled.**

4.1.2 New Business. No report.

4.2 Architecture Subcommittee Report:
4.2.1 Old Business
ACTION ITEM – *[Board]* Review Architectural fee schedule. **Tabled.**

4.2.2 New Business
Lot 20-A/ SG George Makris: Home Construction Application
MOTION: James Kozlik motioned and Edwin Johnson seconded to approve George Makris' home construction for Lot 20-A, South Glastonbury. Motion carried.

34-A/SG Roger Holmstrom: Request to Begin Process of Moving Earth Prior to Home Construction.
The Board discussed the application.
MOTION: James motioned and Edward seconded to give Roger Holmstrom permission to start moving earth. The Board recommends the fill doesn't exceed 2:1 slope to prevent it from causing run off problems. **Motion carried. (Cont. next pg)**

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Roger Holmstrom, cont.
MOTION: Cynthia motioned and Joanna seconded to waive the $25 application fee for Roger Holmstrom's home construction application (above) based on the fact that it was not necessary for him to submit an application for his request. **Motion carried.**

Parcel 54 (SG)/ Edwin Johnson Subdivision Application
Edwin reported that three years ago he submitted a family conveyance application to the County for Parcel 54 (SG) and it was approved. The Board reviewed the application and discussed with Edwin the concerns of a neighbor regarding a new driveway and the existing easement. Edwin stated that he has vacated the easement. He reviewed a detailed history of the issue regarding his neighbor and stated it is in the process of being resolved.
[Important Note: As of 1/10/05, the following motion was put on hold and therefore is not valid until the Board is ready to review and amend it. The Board has not given it's approval or disapproval; their decision in pending.]
MOTION: Cynthia motioned and Laura seconded to approve Edwin Johnson's application for subdivision of Parcel 54 on the condition that the existing easement is shown in writing on the subdivision, the easement is vacated and a permit is obtained from the county for the new driveway on 54-C. **Motion carried with three abstentions from Ronda, Joanna and Edwin.**

MOTION: Ronda motioned and Alyssa seconded to waive past assessments that would have been due to Edwin Johnson for his Parcel 54(SG) subdivision application. Assessments will be due from this date on. **Motion carried with abstention from Edwin.**

4.3 Road & Weed Committee Report

4.3.1 Old Business
ACTION ITEM – *[David]* Review letter to landowners re: weed control. **Tabled.**
ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank. **Tabled.**

4.3.1 New Business. None.

4.4 Complaint Committee Report:

4.4.1 Old Business
ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich. **Tabled.**

ACTION ITEM – *[David]* Status of removing rock pile above culvert. **Tabled.**

ACTION ITEM – *[David]* Status of Hansard clean up. David reported that Charlotte Mizzi (GLA Complaint Committee) sent a letter to Hansard (cc'd to our attorney), dated October 20, 2004, requesting a clean-up plan by November 20, 2004. The letter stated that the matter will be handed over to our attorney if we do not hear back from Hansard. As of this date, the GLA has not received a response from Hansard.

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ACTION ITEM – *[David]* Purchase extension cords and tarp for Trisdale. **Done.**

ACTION ITEM – *[David]* Response to Johnston complaint letter. **Done. Note: Additional issues in complaint letter will need to researched. .**

4.4.2 New Business
Revisit Dog Issue from March 2004 GLA Board Meeting. Tabled.

Eleanor Schieffelin: Complaint Re: Excessive Vehicles on 38-A NG. Tabled.

Kathleen Rakela's Request for List of Petition Signers Re: Her Statues. (This petition was circulated prior to statues being vandalized). Kathleen attended the meeting to request the petition that was circulated about her statues and attached to the William and Cheryl Smith complaint about the statues in 2003. Kathleen stated that she was ready to file a suit against the GLA if the Board would not release the petition to her. The Board and Kathleen discussed her various concerns and asked her if she would be satisfied with receiving the petition with the names of the petition signers deleted. Kathleen stated that would be a good first step. Kathleen was told that the GLA would need to consult our attorney regarding the release of the petition without names and that we would get back to her with our response.

Ev. Johnston Complaint Letters of Nov. 11, 2004 Re: Gate. Tabled.

Ev. Johnston's Complaint Letter of November 10, 2004 re: his October 1, 2004 letter concerning mobile homes on Parcel 84. Tabled.

4.3 Land Use Master Plan Committee
4.5.1 Old Business
ACTION ITEM – *[Charlotte]* Status report. **No report.**

4.5.2 New Business. None

4.5.2 New Business
4.5 Recreation Committee: Janet Naclerio, Chair; Edward Anderson.
Status report on PVRC activities. **Tabled.**

4.6.1 Old Business
ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury. **Tabled.**

ACTION ITEM – *[Janet]* Obtain articles of incorporation. David reported that the GLA has not received the full document of the Articles of Incorporation that was filed by Pouwell Gelderloos. The document was not accepted by the State.

ACTION ITEM – *[David]* Status report of fact finding committee. **Tabled.**

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ACTION ITEM – *[Janet]* Status of Powell's request for bank statements. **Tabled.**

4.6.2 New Business. No report.

4.6 Web Site Committee: Edward Anderson (Chair) **No report.**

4.6.1 Old Business.

4.6.2 New Business

New layout of Web page

4.8 Clean-up Committee: No report.

4.9 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG) **No reports.**

5. Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando]* **Tabled.**

5.2 Including Parcels in GLA

ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. Tabled.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:45 p.m. with no further business. The next meeting will be held January 10, 2005 at Golden Ratio Woodworks Cafeteria, 7:00 p.m.

NEW ACTION ITEMS:

GB120604.1 Board to decide upon committee members for Road and Weeds, Clean Up and Database at January 10, 2005 Board Meeting. Recreation Committee and Master Plan Committees to elect chairs within their committee

GB120604.2 Denise to research and incorporate as appropriate lessons learned regarding November 13, 2004 Annual Meeting into GLA Election Procedures.

AR120604.1 Denise draft/send project approval form to Lot 20-A/ SG George Makris. **Done.**

AR120604 .2 Denise draft/send project approval form and waiver of fee to 34-A/SG Roger Holmstrom. **Done.**

AR120604.3 Denise draft/send project approval to Parcel 54 (SG)/ Edwin Johnson Subdivision application. (**Not completed** based on directive from Board members reviewing Lannes complaint).

AR120604.4 Cynthia to inform Rudy regarding assessment fees information for Edwin Johnson.

CP120604 David to consult our attorney regarding Kathleen Rakela's request for petition.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
December 6, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   November 1, 2004 Minutes

3. **General Business**
   - 3.1 **New Business**
     Elect New Officers
     Elect Committee chairs
     New Data Base Committee
     Lessons learned regarding annual meeting
     Things to consider as a Board Director

   - 3.2 **Old Business**
     ACTION ITEM – *[Denise]* Status of list of all motions
     ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order

4 **Report of Officers and Committees**
   - 4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
     - 4.1.1 **Old Business**
       ACTION ITEM – *[Cynthia]* Send letter notifying landowners of 5% assessment discount.
       ACTION ITEM – *[David]* Send letter notifying landowners of assessment increase.

     - 4.1.2 **New Business**

   - 4.2 **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
     - *4.2.1* **Old Business**
       ACTION ITEM – *[Board]* Review Architectural fee schedule

     - 4.2.1 **New Business**

   - 4.3 **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
     - 4.3.1 **Old Business**
       ACTION ITEM – *[David]* Review letter to landowners re. weed control
       ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank

     - 4.3.2 **New Business**

   - 4.4 **Complaint Committee Report** – Charlotte Mizzi – Chair
     - 4.4.1 **Old Business**
       ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
       ACTION ITEM – *[David]* Status of removing rock pile above culvert
       ACTION ITEM – *[David]* Status of Hansard clean up
       ACTION ITEM – *[David]* Purchase extension cords and tarp for Trisdale
       ACTION ITEM – *[David]* Respond to Johnson complaint letter. **Done**

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4.4.2 New Business
Revisit Dog Issue from March 2004 GLA Board Meeting .
Eleanor Schieffelin: Complaint Re: Excessive Vehicles on 38-A NG.
K. Rakela: Request for list of petition signers re.her statues. (Petition was circulated prior to statues being vandalized).

4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair
4.5.1 Old Business
ACTION ITEM – *[Charlotte]* Status report

4.5.2 New Business

4.6 Recreation Committee Report – Janet Naclerio – Chair
Status report on PVRC activities

4.6.1 Old Business
ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury
ACTION ITEM – *[Janet]* Obtain articles of incorporation
ACTION ITEM – *[David]* Status report of fact finding committee
ACTION ITEM – *[Janet]* Status of Powell's request for bank statements

4.6.2 New Business

4.7 Web Site Committee Report - Edward Anderson, Chair
4.7.1 Old Business

4.7.2 New Business
New layout of web page

4.8 Clean-up Committee Report –, Chair

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)

5 Other Business
5.1 Shelter Insurance *[Orlando]*
ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando] [Table]*

5.2 Including Parcels in GLA
ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury [Table]

6 Next Meeting and Adjournment

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GLA
THINGS TO CONSIDER

- Board mtgs. start at 7 and end at 10

- It is wise to limit ones discussion of items being discussed to relevant points and keep personal antidotes to a minimum to reduce the length of the minutes and to keep to the point.

- Board members are expected to read the meeting minutes to make sure they accurately represent what was decided at the previous meeting. Minutes are not meant to be a transcript of a meeting but rather to record decisions. On purpose, details are omitted from the minutes because unnecessary detail can be a liability in lawsuits. At the end of the minutes is a list of action items developed during the meeting. The person's name responsible for completing the action item is listed. The completed action items will be listed in the agenda sent out before each meeting and generally not discussed at the next meeting.

- An agenda is mailed out (usually dropped off at the EGS for pickup by the board member) one to two weeks before the next meeting. At the meeting additional items may be added and board members may request adding an addition item to the agenda. Because of time constraints, these items may not necessarily be addressed at that meeting but will be put on the next meeting agenda.

- The president chairs the meeting and is not allowed to vote except to break a tie.

- Abbreviated Robert Rules of Order generally apply. During discussion of items on the agenda, motions may be made indicating a decision by the board. The motion must be seconded before the board can/should discuss the motion. Any motion not seconded is not discussed. Once a motion is made it must be voted on or amended before moving to another motion. If an amendment is made it is first voted on, and if it passes then the amended motion is voted on. If it does not then the original motion is voted on. If the discussion on a motion becomes lengthily, a board member may "call" for a vote. Minor decisions may be made without a formal motion.

- Everyone is expected to give the opening prayer which should be generic.

- Everyone is expected to know the covenants. All decisions should be based on the covenants and adopted standards. Many times it is necessary to re-read the covenants or standards.

- Also, past decisions made by the board should be followed unless they are being overturned. We plan to have a list of past decisions for all board members in January.

- We should try to be non-bias when we are deliberating on a matter.

- Original incoming correspondence should be kept in our main files. The secretary should review outgoing correspondence before it is sent out. A copy of the **signed** correspondence should be sent to the main file.

File: Things to consider

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- Lists of landowners and their addresses are considered confidential. Therefore our database of landowners is reserved for Board of Directors only. The data base includes the parcel/tract/lot number, the size of the lot, how many votes the person has, whether it has been subdivided, and addresses, etc.

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Glastonbury Landowners Association, Inc.
Balance Sheet
As of December 5, 2004

	Dec 5, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	8,407.04
1st National Bank Savings	7,737.49
Total Checking/Savings	16,144.53
Accounts Receivable	
Accounts Receivable	63,934.30
Total Accounts Receivable	63,934.30
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	79,505.33
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**79,506.33**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	227,330.70
Total Long Term Liabilities	227,330.70
Total Liabilities	227,330.70
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-227,419.49
Retained Earnings	54,369.20
Net Income	13,409.41
Total Equity	-147,824.37
TOTAL LIABILITIES & EQUITY	**79,506.33**

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12/05/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January 1 through December 5, 2004

	Jan 1 - Dec 5, '04	Budget	$ Over Budget
Income			
A. General Income			
1. Church, for Road Paving Loan	1,635.98		
2. Interest Income	38.84		
4. Sanitation Bond Account	2,500.00		
6. Rebate	-197.50		
A. General Income - Other	110.00	70,567.26	-70,457.26
Total A. General Income	4,087.32	70,567.26	-66,479.94
B. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	331.02		
05. Dwelling Assessment 2001	550.89		
06. Dwelling Assessment 2002	1,226.61		
07. Dwelling Assessment 2003	2,563.63		
08. Dwelling Assessment 2004	20,331.70		
09.Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	331.03		
13. Land Assessment 2001	670.90		
14. Land Assessment 2002	1,586.60		
15. Land Assessment 2003	4,025.09		
16. Land Assessment 2004	33,891.00		
B. Assessments - Other	120.00		
Total B. Assessments	71,988.47		
C. Late Fees/Finance Charges			
1. Finance Charges	1,268.50		
2. Five Percent Penalty	297.04		
Total C. Late Fees/Finance Charges	1,565.54		
Total Income	77,641.33	70,567.26	7,074.07
Expense			
A. Business Expenses			
1. Banking Fees	29.00		
2. Insurance	4,487.19		
3. Licenses	15.00		
4. Lien Filing	596.14		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	242.80		
8. Refund on Overpayment	410.00		
A. Business Expenses - Other	0.00	7,598.94	-7,598.94
Total A. Business Expenses	6,145.13	7,598.94	-1,45381
B. Office Expense			
1. Copying	1,055.93		
2. Postage	1,248.10		
3. Office Supplies	340.66		
4. Misc. Expenses	728.98		
5. Refreshments	443.82		
B. Office Expense - Other	4.81	2,046.20	-2,041.39
Total B. Office Expense	3,822.30	2,046.20	1,776.10
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	2,457.00		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3.3 Ulrich	480.00		
3. Legal Council - Other	953.35		
Total 3. Legal Council	3,237.25		
4. Secretarial	8,103.99		
5. Professional Fees	5,084.37		
6. Treasurer	732.50		
7. Web Site	1,462.18		
C. Professional Fees - Other	0.00	15,532.72	-15,532.72
Total C. Professional Fees	21,182.29	15,532.72	5,649.57
D. Road Repairs & Maintenance			
1. Loan Payment	30,149.89		
2. Road Maint.			
2.1 Misc. Maintenence	230.00		
2.3. Weed Control	-2,060.00		

GLA 01765

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January 1 through December 5, 2004

	Jan 1 - Dec 5, '04	Budget	$ Over Budget
2. Road Maint. - Other	3,050.00		
Total 2. Road Maint.	1,220.00		
3. Road Grading	920.00		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	35,809.10	-35,809.10
Total D. Road Repairs & Maintenance	34,854.39	35,809.10	-954.71
E. General Expenses			
2. Equipment Repair & Maint.	295.28		
3. Miscellaneous	272.00		
E. General Expenses - Other	0.00	558.06	-558.06
Total E. General Expenses	567.28	558.06	9.22
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	565.96		
4. Recreation Area	481.94		
5. Water Reservoir	830.13		
F. Misc. Projects - Other	24.68	9,022.01	-8,997.33
Total F. Misc. Projects	6,714.15	9,022.01	-2,307.86
H. Discount	465.00		
Total Expense	73,750.54	70,567.03	3,183.51
Net Income	3,890.79	0.23	3,890.56

GLA 01766

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rec'd Dec. 6

	Proposed Fee Schedule to be considered by the GLA board			
	description	Approved Fees BY GLA BOARD	Suggested Price # 1	Suggested Price # 2
1	(PROPOSAL) All fees non-refundable including a NON-REFUNDABLE SANITATION BOND-(EFFECTIVE IMMEDIATELY)			
2	Building Permit-Dwelling over 200 sq ft.	$ 25.00	$ 150.00	$ 100.00
3	New roads (private ?)	$ 25.00	$ 150.00	$ 100.00
4	Driveways, Well, Septic	$ 25.00	$ 25.00	$ 20.00
5	Subdivisions	$ 25.00	$ 150.00	$ 100.00
6	Variance	$ 25.00	$ 25.00	$ 20.00
7	Well or septic or building additions	$ 25.00	$ 25.00	$ 20.00
8	Late fee for failure to provide application prior to starting projects. Requires immediate attention	$ 25.00	$50-OR DOUBLE REG FEE	$50.00 OR DOUBLE REG. FEE
9	Building permit that covers items 2,3,5,6 for non-commercial projects.	$ 25.00	(separate fees would cost $475) $400	?
10	Sanitation Bond-Will be inaddition to fees above and will be non-refundable	$ 250.00	$ 250.00	$ 250.00
11	Mobile Home Replacement	$ 25.00	$ 150.00	$ 100.00
12	Commercial-or multi-lots--Other Constrution Projects	250.00	$ 500.00	$ 250.00
13	Dwelling Under 200 square feet	NA	N/A	N/A
14	Sign Permit	$ 25.00	$ 25.00	$ 20.00

Proposed GLA fees- 2004Book1

GLA 01767

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	description	Approved Fees BY GLA BOARD	Suggested Price # 1	Suggested Price # 2
15	Fee for montly payment plans/ per payment		$ 1.00	$ 1.00
16	Fee for quarterly payment/ per payment		$ 2.00	$ 2.00
17	Picking up stray dogs or animals		$ 50.00	$ 50.00
18	Fine for dogs & cats without rabies shots		$ 50.00	$ 50.00
19	Lien filing fee be raised on domestic owners		$ 55.00	$ 55.00
20	Lien filing fee be raised on international owners		$ 60.00	$ 60.00
21	STOP WORK/NOTICE TO BUILDER	?	?	?
22				
23				
	All fees above if not paid will be added to the assessment invoice. Penalties and interest will apply. If and when the balance due becomes greater than $250.00 the standard lien process will become effective.			

The above list developed as a result of the budget shortfall and looking at means to increase the income for the GLA. We need to pay for proffessional fees sometimes to reach a decision before approving project applications. Many times multiple visits are required to a site and many telephone calls and time spent before a project is approved. Time is spent preparing copies, getting maps from the county recorder for the entire board to review. All this takes time and money. Previous boards just did not record, documents and follow-up on subdivisions and we were surprised when we had no documentation to support some subdivisions. This board has had to fill in the gaps and develope a process. This board has also lowered the trigger point for filing liens and has agreed to aggressively file liens when that trigger point is reached. Prior to a lien a three month collection process begins that also takes extra time and follow-up to an attempt to collect on these delinquent acounts. This is what is different than what was done previous to 2001. We therefore, have had more costs than we had in previous years. This list is an attempt to recover some of our costs of doing business.

GLA 01768

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Check Request

Today's Date: _____

Date Needed: _____

Requested By: _____

Please issue a check in the amount of $_____

Name: _____

Address: _____

City/State/Zip: _____

We are purchasing: _____

What should be done with this check? _____

Approvals:

_____

_____

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Check Request

Today's Date: _____

Date Needed: _____

Requested By: _____

Please issue a check in the amount of $_____

Name: _____

Address: _____

City/State/Zip: _____

We are purchasing: _____

What should be done with this check? _____

Approvals:

_____

_____

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----- Original Message -----

From: Charlotte Mizzi
Sent: Tuesday, November 30, 2004 10:48 AM
To: Denise Orr; Cynthia Blocker; Edward Anderson; Edwin Johnson; James Kozlik; Janet Naclerio; Joanna Snyder; Laura Boise; Orlando Johnson; Ronda Alexander; Alyssa Angelis Allen
Subject: RE: Memo to the GLA Board from David Tonkin

Hi All! I will be away for the meeting, on the east coast for an operation. I will still like to be the chair for the Master Plan committee. My vote for president is for David Tonkin and my vote with regards to the rest of the offices and committees goes with the majority. Wishing you all a Blessed Merry Christmas. Charlotte

-----Original Message-----
From: Denise Orr [mailto:denisemorr@msn.com]
Sent: Monday, November 29, 2004 10:12 PM
To: Cynthia Blocker; Edward Anderson; Edwin Johnson; James Kozlik; Janet Naclerio; Joanna Snyder; Laura Boise; Orlando Johnson; Ronda Alexander; Alyssa Angelis Allen; Charlotte Mizzi
Subject: Memo to the GLA Board from David Tonkin

To: GLA Board Members
From: David Tonkin
Date: November 29, 2004
Re: Filling GLA Board Offices and Committee Chair Positions

At the December 6th meeting, we will be voting on who from the GLA Board will fill the offices of President, Vice-President, Secretary and Treasurer *and* the chair positions for the Architectural, Road and Weed, Complaint, Master Plan, Recreation, Clean-up, and Web Site committees.

All offices and committee chairs are up for reassignment. Cynthia Blocker has expressed that she wants to hand over her position as Treasurer, which she has filled for the past three years, to someone else.

The Architectural Committee and Road and the Weed Committee are important committees that each require someone from North and South Glastonbury. Those serving as chairs on these committees ideally need to know something about building and construction. However, this year we don't have a lot of expertise in our Directors for these positions, so people will have to stretch their capacities.

In the coming week, please consider carefully the position(s) in which you would be willing to serve.

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Glastonbury Landowners Association, Inc.
Board of Directors Meetings
2005

January 10th & 17th

February 7th

March 7th

April 4th

May 2nd

June 6th

July 11th

August 1st

September 5th

October 3rd

November 7th

November 12th — a) Annual Meeting
followed by
b) Board of Directors Meeting

December ~~5th~~ 12th

File: GLAMeetingDates

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2005-01-10&17_BDGN.pdf

GLA 01772

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

January 10 & 17, 2005

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Note: Parts 1 & 2 below are the January 10th & 17th Meeting Minutes. The January 17th meeting was planned to handle the remaining agenda items not reviewed at the January 10th meeting. It also included new agenda items.

Part 1: January 10, 2005 Meeting Minutes

1. Call to Order, Prayer

The meeting was called to order by James Kozlik at 7:15 p.m., at Golden Ratio Woodworks. Edwin gave the opening prayer.

PRESENT: James Kozlik (President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Allysa Angelis Allen, Laura Boise, Edwin Johnson, Orlando Johnson, Joanna Snyder, David Tonkin

ABSENT: Ronda Alexander (Vice-President), Charlotte Mizzi

PROXIES: Ronda to Alyssa, Charlotte to Edward

ALSO ATTENDING: Denise Orr (GLA administrative secretary), Craig Lannes (Landowner), Kathleen Rakela (Landowner), Penelope Price (Ombudsman)

2. Reading and Disposition of the Minutes General Business.

- November 1, 2004 Meeting Minutes. **Tabled.**
- December 6, 2005 Meeting Minutes

MOTION: David motioned and Joanna seconded to approve the December 6, 2004 meeting minutes as amended. **Motion carried.**

3. General Business

3.1 New Business

Review/Approve List of 2005 Meeting Dates. Board reviewed the proposed meeting dates and agreed to accept them with the following changes: (1) Eliminate the November 14 meeting date; (2) Insert "elect new officers" on the December 12 meeting description; and (3) Insert "meeting date may change" on July 11 meeting description..

Report from James Kozlik

James Kozlik explained several ways in which he would like to conduct himself as President and run Board meetings, including: (1) Ronda, as Vice President, will take an active role in assisting him in his responsibilities. (2) Other Board members will have the opportunity to chair meetings from time to time in order to gain experience; (3) "Open Forum" is now added as a permanent inclusion on Board meeting agendas. This segment will allow the Board to voice their suggestions for agenda items to be included on the next meeting agenda. (4) When appropriate, he will experiment with scheduling time limits for agenda items and have a time keeper for individual comments. (5) At the beginning of each meeting, the minutes to be approved will be read out loud and followed by a vote of the Board; and (6) He will support the completion of documentation for committee policies/procedures and Board officer job descriptions.

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3.2 Old Business

ACTION ITEM – Board to elect committee chairs.
Individuals on the Board volunteered for committee positions and discussed changes to some of positions that were decided upon at the December 6, 2004 meeting. James distributed "GLA Board of Directors Committees Proposal" which lists additional and alternative committee chairs & members.
Board members agreed to fill the following committee positions:

Architectural Committee: Alyssa Allen (Chair), Laura Boise
Ronda withdrew from the position of NG chair leaving the chair open. Allysa agreed to be Chair for both Glastonburys.

Road and Weed Committee: Joanna Snyder (SG Chair). Not filled. (NG Chair)

Recreation Committee: Janet Naclerio (Chair), Laura Boise, Edwin Johnson & Edward Anderson (alternate).

Complaint Committee: Ronda Alexander (Chair) and Penelope Price (Ombudsman).

Master Plan Committee: Committee to meet & elect chair sometime in January.
Laura Boise, Orlando Johnson, Charlotte Mizzi, David Tonkin.

Website Committee: Edward Anderson (Chair).

Clean-Up Committee: The Board agreed to eliminate this committee in 2005 due to priority responsibilities and lack of personnel

Database Committee: This Board agreed to delete this committee from the list of committees. Instead, Denise will be trained to input database changes. The Treasurer (Cynthia) and Bookkeeper (Rudy) will continue to work with the database as appropriate to their job responsibilities.

ACTION ITEM – *[Denise]* Status of list of all motions. **Tabled.**
ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order. **Tabled.**
ACTION ITEM – *[Denise]* Status of Nov. 13, 2004 Annual Meeting Minutes. **Tabled.**

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer. .
Cynthia distributed the following: "Balance Sheet Standard As of January 10, 2005, "Profit and Loss Budget Overview, January through December 2004," and "December 2004 Bank Transactions-Prepared Jan. 06, 2005." She also distributed a "Check Request Form,"

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4.1.1 Old Business. No report.
4.1.2 New Business.
Preparation of the 2005 Budget: **Tabled.**

[Denise] Proposal to purchase Xerox/fax/scanning machine. **Tabled.**
Kathleen Rakela donated a fax/copier/scanner machine to the GLA during the meeting. The working status of the machine is unknown.

[Cynthia] Assessment increase letter to non-landowners. **Done.**

[Cynthia] Weed Policy. **Tabled.**
Cynthia distributed "Weed Control/Glastonbury Incentive Program" and "Excerpt from Board of Directors/Noxious Weed Control," but the Board did not review.

4.2 Architecture Subcommittee Report: Allysa Allen (Chair), Laura Boise
4.2.1 Old Business.
ACTION ITEM – *[Board]* Review Architectural fee schedule. **Tabled.**
ACTION ITEM – *[Ronda]* Status of Paul Rantallo cargo units. **Tabled.**
ACTION ITEM – Status of Paul Rantallo's response to correction of culvert. **Tabled.**
ACTION ITEM – Revisit 12/6/04 motion re: Parcel 54 (SG)/Edwin Johnson subdivision application. **Tabled.**

4.2.2. New Business
Everett Johnston 11/11/04 letter re: gate. Tabled.
Parcel 28 (SG)/C. Bielitz subdivision application. Tabled.
Lot 32-A (NG)/E. Anderson minor subdivision application. Tabled.
Lot 38 (SG)/Rich Spallone home construction application. **Tabled.**

Construction on or near William Smith Property (NG)
The Board discussed that it appears construction is taking place on or near William Smith's property. Board agreed that a warning letter needs to be sent to William concerning his past history of not submitting applications for construction & subdivisions, information concerning new landowners, etc. The Board is to respectfully request that any pending applications be submitted within 7 days of February meeting.

4.3 Road & Weed Committee: Joanna Snyder (Chair)
4.3.1 Old Business
ACTION ITEM – *[David]* Review letter to landowners re. weed control.
ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank.

4.3.2 New Business.

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David reported that Richard Mead is willing to snow plow in North and South Glastonbury. If the GLA hires Richard, he will need to be added to the GLA auto insurance policy.

4.4 Complaint Committee Report: Ronda Alexander (Chair), Penelope Price

4.4.1 Old Business

ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich. **Tabled.**
ACTION ITEM – *[David]* Status of removing rock pile above culvert. **Tabled.**
ACTION ITEM – *[David]* Status of Hansard clean-up response. **Tabled.**

4.4.2 New Business

ACTION ITEM: David to contact attorney re: request of K. Rakela for petition regarding her statues. David stated that he would call our attorney regarding the release of the petition (without names) to Kathleen. Kathleen, who was present at the meeting, commented that the petition could be sent to Lois Drake, if necessary. The Board asked Kathleen if she would like to speak to the Complaint Committee further regarding her concerns and Kathleen was agreeable to doing so.

Revisit Dog Issue from March 2004 GLA Board Meeting. Tabled.

Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter. Tabled.

Complaint: E. Schieffelin: re: Excessive Vehicles on 38-A (NG). Tabled.

Complaint: Letter from C. Lannes re: Edwin Johnson received 12/9/04.
Alyssa reported that she, James and Ronda met with Craig in December to discuss numerous complaints included in his letter. Craig presented his complaint to the Board by reading a new letter, dated 12/19/04, and voiced additional comments. He submitted the 12/19/04 letter to the Board. The Board accepted his letter, but respectfully informed Craig that it would not be able to respond to the many complex allegations contained within the letter, etc. The Board asked Craig to write a brief and concise letter containing the following:
MOTION: Cynthia motioned and Orlando seconded to request Craig Lannes to distill his complaint letter and submit it to the Board. The new letter should include (1) The actions he believes to be in violation of the Covenants and the facts (only) associated with these actions; (2) The specific section of the Covenants relating to these actions; and (3) A clear request to the Board as to what action he is asking the Board to take in response to each of these matters.
DISCUSSION: Craig agreed to submit the distilled letter within the next few days and stated he will be out of town until January 21st. James stated that a Board member would contact Craig on January 22nd.
Motion carried. (One abstention from Edwin Johnson.)

Complaint Procedures: The Board requested that Ronda and interested Board members get together and formulate a proposal for updating and improving the complaint procedures.

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Complaint: R. Zeman re: Lot 33 (NG). Tabled.

Agenda Items 4.5 – 6 (See January 17, 2005 minutes below)

6. Next Meeting and Adjournment

The Board agreed to meet on January 17th in order to complete the review of all agenda items scheduled but not covered in this meeting.

The meeting was adjourned at 10:15 p.m. with no further business. The next meeting will be held on January 17, 2005 at Golden Ratio Woodworks Cafeteria, 7:00 p.m.

Part 2: January 17, 2005 Meeting Minutes

1. Call to Order

The meeting was called to order by James Kozlik at 7:15 p.m., at Golden Ratio Woodworks.
PRESENT: James Kozlik (President), Ronda Alexander (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Allysa Angelis Allen, Orlando Johnson & David Tonkin.
ABSENT: Laura Boise, Charlotte Mizzi, Joanna Snyder and Edwin Johnson
PROXIES: Charlotte to Edward
ALSO ATTENDING: Denise Orr (GLA administrative secretary)

Note: *This meeting was planned to handle the remaining agenda items not reviewed at the 1/10/05 Board Meeting. Additional agenda items also appear.*

4. Report of Officers and Committees

4.1 Treasurer's Report – Cynthia Blocker, Treasurer

Cynthia distributed the following: "GLA Income and Expense, January through December 2004," "Bank Transaction" sheets for each month in 2004 and "2004 Budget".

4.1.1 Old Business. None.

4.1.2 New Business

Glastonbury Weed Incentive Program policy clarification

Cynthia requested the Board's review of the "Weed Control/Glastonbury Incentive Program" and "Excerpt from Board of Directors/Noxious Weed Control" documents distributed at the 1/10/05 Board meeting. The Board discussed and agreed upon the final wording for the GLA's noxious weed spraying refund policy. (See attachment)

Vote for Board Member to Co-Sign GLA Checks

Board discussion.
MOTION: Cynthia motioned and Ronda seconded to approve the following GLA Board

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members to sign checks on the GLA checking account: James Kozlik (President), Ronda Alexander (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Joanna Snyder and David Tonkin. **Motion carried.**

Preparation of the 2005 Budget.
Board discussion.
MOTION: David motioned and Cynthia seconded to adopt a temporary budget for 2005 using the 2004 budget. The amounts in the 2004 budget will be adjusted and revised by April 1st and then submitted to the Board for is review and approval as the final budget for 2005.
Motion carried.

Requests for waivers on assessment penalties and interest fees.
Cynthia presented the following requests from two landowners.

Landowner #1: This individual is requesting a waiver on $83.79 in assessment penalties and interest. She has paid all assessments, is unable to work and receives disability.
MOTION: David motioned and Alyssa seconded to approve the request of Landowner #1 to waive $83.79 due in interest and penalties.
Motion carried with one abstention by Ronda.

Landowner #2: This individual is requesting a waiver of assessment penalties and interest on her assessments. She has a small Social Security income of $430/ month and has signed a payment plan to pay $5/month on her assessments. Her house is up for sale.
MOTION: Cynthia motioned and Orlando seconded to not approve Landowner #2's waiver of the assessment penalties and interest. GLA will ask this person to get back to us in six months for a review of her situation.
Board discussion. **Motion carried with one opposed.**

NOTE: The Board further discussed this issue and agreed that Landowner #2 needs to sign an additional clause to be included in her payment plan that states in the event of the sale of her house, she agrees to pay all assessments and additional charges that will be due and owing. This additional clause should also be added to our payment plan forms.

Informing Thomas Barry (non-landowner) of the assessment increase.
Cynthia reported that we didn't send our GLA 12/13/04 assessment increase letter to Thomas Barry, a non-landowner, who has agreed to a pay land assessment fees for the use of our road. She asked the Board to determine if it wants to inform Barry of the new increase, etc.
MOTION: Ronda motioned and David seconded to send a brief letter to Thomas Barry which informs him of the assessment increase. **Motion carried.**

4.2 Architecture Subcommittee Report: Allysa Allen (Chair), Laura Boise.
4.2.1 Old Business
ACTION ITEM – *[Board]* Review Proposed Architectural Fee Schedule.

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MOTION: David motioned and Ronda seconded to table the review of the proposed fee schedule. Alyssa, David and interested Board members will meet and make corrections to the schedule, bring it up to date and present it at the February Board meeting.
Board discussion. Jim reviewed Everett Johnston's suggestion concerning the GLA bond fee.
Motion carried.

ACTION ITEM – Status of Paul Rantallo cargo units.
Ronda will report on this issue when she receives more information from Rantallo.

ACTION ITEM – Status of Paul Rantallo's Response to Correction of Culvert Crossing Venus Way. The Board discussed Rantallo's written response, which was received by the GLA on 1/1/05. It agreed that the potential serious safety issues involving the runoff waters from the culvert were still a concern. The Board agreed that a letter should be written to Rantallo stating he is required to choose from the following two actions: (1) The culvert must be uncovered at the conjunction and remain permanently uncovered and accessible at all times to the GLA and any of its contractors; *or* (2) A 4-foot diameter concrete manhole with a 2-foot cast iron manhole cover must be installed. The letter will require that Rantallo send a written response to the GLA within thirty days that states which of the two above options he will choose and his plans to complete the option of his choice.

ACTION ITEM – Revisit 12/6/04 Motion re: Parcel 54 (SG)/Edwin Johnson subdivision application. Tabled.

4.2.2 New Business
Everett Johnston 11/11/04 letter Re: Gate and 12/9/05 letter.
The Board discussed Johnston's 11/11/04 letter and his new letter dated 12/9/05 and agreed that further research was required before responding to Johnston's requests.
MOTION: Ronda motioned and Edward seconded to table further discussion concerning Johnston's 11/11/04 and 12/9/05 letters until further research has been done. **Motion carried with one opposing vote.**

Parcel 28 (SG)/Catherine Bielitz Final Subdivision Application.
Alyssa presented the application. The Board discussed.
MOTION: David motioned and Alyssa seconded to approve the final subdivision of Catherine Bielitz's Parcel 28 (SG), divided into 5 tracts, and to approve 28-A as the primary lot to which assessments will be billed. Based on GLA's contractor waiver policy, Catherine's request to postpone assessment fees on Lots 28 B through E (4 lots) is approved beginning January 1, 2005. This waiver is not retroactive and therefore assessments billed prior to January 1, 2005 are still due. **Motion carried with one abstention.**

Lot 32-A (NG)/Edward Anderson Preliminary Minor Subdivision Application.
The Board confirmed that Edward's application was incomplete.

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MOTION: Alyssa motioned and Cynthia seconded to table Edward Anderson's preliminary minor subdivision application for Lot 32-A (NG). The Board will review the application again when Edward provides the missing information, including a preliminary plat map. **Motion carried with one abstention from Edward.**

Lot 38-C (SG)/Ron & Mizzi's Spallone home construction application. .
Alyssa presented the Spallone's application. The Board discussed.
MOTION: Alyssa motioned and David seconded to approve Ron & Mizzi Spallone's home construction application for Lot 38-C (SG) on the condition that: (1) The necessary electrical permit is obtained prior to the start of electrical work; and (2) The disturbed land is reseeded after construction. **Motion carried.**

34-A/SG Roger Holmstrom: Modification to Home Construction Application.
Alyssa reported that Roger Holmstrom contacted her to inform her of a modification to his previous application reviewed at the 12/6/04 GLA Board Meeting. He plans to change the location of his well to a high point on the land and stated that he will follow the required 15-foot distance for the septic tank and drain field. The Board agreed to accept the modification.

4.3 Road & Weed Committee: Joanna Snyder (Chair)

4.3.1 Old Business

ACTION ITEM – *[David]* Review letter to landowners re: weed control. **Tabled.**

ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank. **Tabled.**

ACTION ITEM– *[David]* Develop and Present Road Maintenance and Improvement Plan. David agreed to complete the plan and present it at the April Board meeting. The Board will review this plan in conjunction with the proposed budget for 2005.

4.3.2 New Business.

David reported that Richard Mead is willing to snow plow in NG and SG. If Richard is hired, he will need to be added to the GLA auto insurance policy.

4.4 Complaint Committee Report: Ronda Alexander (Chair), Penelope Price

4.4.1 Old Business

ACTION ITEM – *[David]* Status of Parcel 32 (NG) Kathleen Ulrich. David reported that he will review Kathleen's property in the coming week and then he will advise her what her next step will be. If necessary, David will arrange another community clean-up of her property.

ACTION ITEM – *[David]* Status of removing rock pile above culvert. David reported that the rock pile, created by Paul Rantallo's work, is still there on the property above 30-E (NG).

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ACTION ITEM – *[David]* Status of Hansard clean-up response. The Board agreed that the GLA should have our attorney write a letter to Hansard.
MOTION: David motioned and Cynthia seconded to ask our attorney to write a letter to Hansard as a final request for the clean-up of his property. Letter will include that if Hansard doesn't comply in a specific period of time, GLA will file a lawsuit to have his property cleaned up. **Motion carried.**

ACTION ITEM: David is to contact attorney re: K. Rakela's request for petition included in Smith complaint. David reported that our attorney stated it would be acceptable to give the petition, without the signatures, to Kathleen.

4.4.2 New Business

Review C. Lannes abbreviated complaint re: E. Johnson plus New Complaint Letter from Lannes re: GLA Board, dated 1/12/05.
Ronda reported that Craig advised her that he would not write the abbreviated/distilled letter requested by the Board and that the last page of his 12/9/04 letter could serve as his distilled complaint. Ronda reviewed a new letter from Craig, dated 1/12/05, in which he complained about the Board's handling of his complaint. Board discussed the difficulties in handling complaints involving two parties who have contradictory versions of their issue.
MOTION: Ronda motioned and David seconded to strike the easement clause from the motion included in the 12/6/05 meeting minutes concerning Edwin Johnson's subdivision application. Also, to inform Lannes that the GLA cannot handle his complaints and that they need to be settled between Craig and Edwin.
Board discussion.
AMENDMENT: Ronda motioned and Edward seconded to amend the above motion to read that " David and Ronda will draft a letter to Lannes and e-mail it to Board members for approval before sending to Lannes". **Amendment carried. Motion carried.**

Revisit Dog Issue from March 2004 GLA Board Meeting. Tabled.

Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter. Tabled.

Complaint: Eleanore. Schieffelin: re: Excessive Vehicles on 38-A (NG). Tabled. Ronda will speak to Eleanore.

Complaint: R. Zeman re: Lot 33 (NG).
Ronda reviewed that Zeman has requested that the GLA Board request a subdivision application from owners of Lot 33 (NG).
Discussion.

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MOTION: Ronda motioned and David seconded to have the GLA send a letter to the owners of Lot 33 requesting that they complete a subdivision application and copy to Zeman. **AMENDMENT:** A separate letter will be sent to Roger explaining that the above letter will be the only action that the GLA will be taking in regards to his complaint. **Amendment carried. Motion carried.**

4.5 Land Use Master Plan Committee Laura Boise, Orlando Johnson, Charlotte Mizzi, David Tonkin

4.5.1 Old Business

ACTION ITEM – *[Charlotte]* Status report. Tabled.

4.5.2 New Business. None.

4.6 Recreation Committee: Laura Boise, Edwin Johnson, Janet Naclerio & Edward Anderson (alternate).

Status report on PVRC activities. **Tabled.**

4.6.1 Old Business

ACTION ITEM: - *[David]* Filing Parcel 16A as part of Glastonbury. **Tabled.**

ACTION ITEM – *[Janet]* Obtain articles of incorporation. **Tabled.**

ACTION ITEM – *[David]* Status report of fact-finding committee re: issues listed in Robert Wallace letter, dated 10/31/04 **Tabled.**

ACTION ITEM – *[David]* Status of P. Gelderloos' request for bank statements. **Tabled.**

4.6.2 New Business. None.

4.7 Web Site Committee: Edward Anderson (Chair)

4.7.1 Old Business. None.

4.7.2 New Business

New layout of web page. Edward gave a brief review of the new layout of the GLA's web page and passed around a sample and the Board expressed approval. David will bring a write-up for the "About Us" section to the next meeting.

4.8 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG) **No report.**

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5. Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – *[Orlando]* List of points to consider regarding shelter insurance. **Tabled.**

5.2 Including Parcels in GLA

ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. **Tabled.**

6. Open Forum

Add to future agenda: Revisit contractor waiver policy.

7. Next Meeting and Adjournment

New Start Time of 6:45 for Board Meetings: The Board discussed the length of the meetings and agreed to experiment with setting 6:45 p.m. as the new start time for future Board meetings

The meeting was adjourned at 11:00 p.m. with no further business. The next meeting will be held on February 7, 2005 at Golden Ratio Woodworks Cafeteria, 6:45 p.m.

NEW ACTION ITEMS

PART 1: JANUARY 10, 2005

AR011005 *[Denise]* Draft/mail letter to W. Smith. **Done**.

RD011005.1 *[David]* Review road committee responsibilities with Joanna. **Done.**

RD011005.2 *[Cynthia]* Add Richard Mead to insurance policy if he is hired to snow plow.

CP011005.1 *[Ronda]* After distilled letter from Lannes is received, draft a response and propose to Board via e-mail. **Done.**

CP011005.2 *[Ronda]* Contact Lannes with Board's response. **Pending Board's further review.**.

CP011005 *[David]* Contact attorney re: Rakela's request for petition. **Done.**

CP011005.3 *[Ronda]* Meet with Kathleen Rakela regarding the handling of the complaint regarding her statues.

CP011005.4 *[Ronda, et. al]* Formulate a proposal for updating and improving the complaint committee process. **Done.**

PART 2: JANUARY 17, 2005

TR011705.1 *[Denise]* Draft revised weed incentive program policy for Cynthia's review. **Done**

TR011705.2 *[Denise]* Draft/deliver documentation re: Board approved co-signers and cover memo to Bank of Rockies. **Done.**

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TR011705.3	*[Cynthia]* Handle response to 2 landowners requesting waivers and revise payment plan form. **Done.**
TR011705.4	*[Denise]* Revise weed policy and send to Cynthia for final approval. **Done.**
TR011705.5	*[Denise]* Draft assessment fee increase letter to Thomas Barry. **Cancelled.** (Cynthia informed Denise that Barry has submitted new assessment fee amount to GLA.)
TR011705.6	*[Jim]* Adjust and revise 2004 Budget for April 1, 2005 meeting.
TR011705.7	*[Cynthia]* Research amount of available funds for snowplowing and inform Joanna.
AR011705.1	*[Alyssa, David and interested Board members]* Meet and make corrections to the proposed fee schedule, bring it up to date for presentation at the February Board meeting.
AR011705.2	*[Denise]* Draft/mail letter to Rantallo. **Done.**
AR011705.3	*[Denise]* Draft /send approval letter to R. Holmstrom. **Done.**
AR011705.4	*[James K. & Ronda]* Research E. Johnston's gate related letters.
AR011705.5	*[Denise]* Draft/mail subdivision approval to C. Bielitz. **Done.**
AR011705 .6	*[Denise]* Draft/mail home construction approval for Ron Spallone. **Done.**
RD011705	*[David]* Prepare road maintenance and improvement plan and present at April meeting
CP011705.1	*[David & Ronda]* Draft letter to attorney re: Hansard. **Done.**
CP011705.2	*[Denise]* Compile letters of our correspondence with Hansard. **Done.**
CP011705.3	*[Ronda & David]* Draft proposed response to Lannes and forward to Board for approval. **Done.**
CP011705 .4	*[Denise]* Draft letter/mail response to petition request. **Done.**
CP011705.5	*[Ronda]* Speak to Eleanore Schieffelin re: her complaint.
CP011705.6	*[Ronda/Denise]* Draft/mail letter to Lot 33 (NG).owners and copy to Zeman. **Done.**
CP011705.7	*[Ronda/Denise]* Draft/mail letter to Zeman. **Done.**
WB011705	*[David]* Draft insert for the "About Us" section on GLA Website to present at next meeting.

File:MtgMins 01 10 & 17 05
Draft: 02 20 05; 03 07 05 - FINAL
Approved: 03 07 05

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2005-01-10&17_BDGNAUX.pdf

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Revised

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
January 10, 2005

1. **Call to Order, Opening Prayer**
2. **Reading and Disposition of Minutes**
   November 1, 2004 Minutes
   December 6, 2004 Minutes

3. **General Business**
   3.1 **New Business**
   Review/Approve Proposed 2005 Meeting Dates

   3.2 **Old Business**
   ACTION ITEM – Board to elect committee chairs for:
   Road and Weeds Committee, Clean-Up Committee & Database Committee
   New members of the Master Plan Committee and Recreation Committees to elect a chair(s).
   ACTION ITEM – *[Denise]* Status of list of all motions
   ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order
   ACTION ITEM – *[Denise]* Status of Nov. 13, 2004 Annual Meeting Minutes

4. **Report of Officers and Committees**
   4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
   4.1.1 Old Business
   4.1.2 New Business
   Preparation of the 2005 Budget
   *[Denise]*Proposal to purchase xerox/fax/scanning machine
   [Cynthia] Assessment increase letter to non-landowners
   [Cynthia] Weed Policy

   4.2 **Architecture Subcommittee Report** – Ronda Alexander (NG) /Allysa Allen (SG) (Co-chairs), Laura Boise
   4.2.1 Old Business
   ACTION ITEM – *[Board]* Review Architectural fee schedule.
   ACTION ITEM – [*Ronda]* Status of Paul Rantallo cargo units
   ACTION ITEM – Status of Paul Rantallo's response to correction of culvert
   ACTION ITEM – Revisit 12/6/04 motion re: Parcel 54 (SG)/Edwin Johnson subdivision appl.

   4.2.2 New Business
   Everett Johnston 11/11/04 letter re: gate.
   Parcel 28 (SG)/C. Bielitz subdivision application
   Lot 32-A (NG)/E. Anderson minor subdivision application
   Lot 38 (SG)/Rich Spallone home construction application

   4.3 **Road & Weed Committee Report**
   4.3.1 Old Business
   ACTION ITEM – *[David]* Review letter to landowners re. weed control.
   ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank.
   4.3.2 New Business
   4.4 **Complaint Committee Report** – Ronda Alexander (Chair), Cynthia Blocker, Joanna Snyder
   4.4.1 Old Business
   ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
   ACTION ITEM – *[David]* Status of removing rock pile above culvert
   ACTION ITEM – *[David]* Status of Hansard clean-up response

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4.4.2 New Business
ACTION ITEM: David contact attorney request of K. Rakela for petition re: her statues.
Revisit Dog Issue from March 2004 GLA Board Meeting .
Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter.
Complaint: E. Schieffelin: re: Excessive Vehicles on 38-A (NG)
Complaint: C. Lannes re: E. Johnson
Complaint: R. Zeman re: Lot 33 (NG)

4.5 Land Use Master Plan Committee Report – Laura Boise, Orlando Johnson, Charlotte Mizzi, David Tonkin
4.5.1 Old Business
ACTION ITEM – *[Charlotte]* Status report

4.5.2 New Business

4.6 Recreation Committee Report – Laura Boise, Edwin Johnson, Janet Naclerio & Edward Anderson (alternate)
[Janet] Status report on PVRC activities

4.6.1 Old Business
ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury
ACTION ITEM – *[Janet]* Obtain articles of incorporation
ACTION ITEM – *[David]* Status report of fact finding committee re: issues listed in Robert Wallace letter, dated 10/31/04
ACTION ITEM – *[David]* Status of P. Gelderloos' request for bank statements

4.6.2 New Business

4.7 Web Site Committee Report - Edward Anderson, Chair
4.7.1 Old Business

4.7.2 New Business
New layout of web page

4.8 Clean-up Committee Report

4.9 Ombudsman Report – Jeanie Campbell (SG) & Penelope Price (NG)

5. Other Business
4.10 Shelter Insurance
ACTION ITEM – *[Orlando]* List of point to consider regarding shelter insurance

4.11 Including Parcels in GLA
ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. Open Floor Comment Period

7. Next Meeting and Adjournment

(Note: If the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda at the beginning of same meeting).

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
January 17, 2005

The Board addressed part of the Jan. 10 agenda items at the Jan. 10 meeting. It agreed to meet again on Jan. 17 to handle unfinished business as listed on agenda below.

4. Report of Officers and Committees

4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer

4.1.1 Old Business

4.1.2 New Business

[Cynthia] Glastonbury Weed Incentive Program policy clarification
[Cynthia] Vote for Board Members to Co-Sign GLA Checks
Preparation of the 2005 Budget

4.2 Architecture Subcommittee Report – Allysa Allen (Chair), Laura Boise

4.2.1 Old Business

ACTION ITEM – *[Board]* Review Architectural fee schedule.
ACTION ITEM – [*Ronda]* Status of Paul Rantallo cargo units
ACTION ITEM – Status of Paul Rantallo's response to correction of culvert
ACTION ITEM – Revisit 12/6/04 motion re: Parcel 54 (SG)/Edwin Johnson subdivision app.

4.2.2 New Business

Everett Johnston 11/11/04 letter re: gate.
Parcel 28 (SG)/C. Bielitz subdivision application
Lot 32-A (NG)/E. Anderson minor subdivision application
Lot 38 (SG)/Ron & Mizi Spallone home construction application

4.3 Road & Weed Committee Report

4.3.1 Old Business

ACTION ITEM – *[David]* Review letter to landowners re. weed control.
ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank.

4.3.2 New Business

4.4 Complaint Committee Report – Ronda Alexander (Chair)

4.4.1 Old Business

ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
ACTION ITEM – *[David]* Status of removing rock pile above culvert
ACTION ITEM – *[David]* Status of Hansard clean-up response
ACTION ITEM: *[David]* contact atty re: request of K. Rakela for petition re: her statues.

4.4.2 New Business

[Ronda] Review C. Lannes abbreviated complaint re: E. Johnson
Revisit Dog Issue from March 2004 GLA Board Meeting .
Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter.
Complaint: E. Schieffelin: re: Excessive Vehicles on 38-A (NG)
Complaint: R. Zeman re: Lot 33 (NG)

4.5 Land Use Master Plan Committee Report – Laura Boise, Orlando Johnson, Charlotte Mizzi, David Tonkin

4.5.1 Old Business

ACTION ITEM – *[Charlotte]* Status report

4.5.2 New Business

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4.6 Recreation Committee Report – Janet Naclerio (Chair), Laura Boise, Edwin Johnson & Edward Anderson (alternate)
[Janet] Status report on PVRC activities

4.6.1 Old Business
ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury
ACTION ITEM – *[Janet]* Obtain articles of incorporation
ACTION ITEM – *[David]* Status report of fact finding committee re: issues listed in Robert Wallace letter, dated 10/31/04
ACTION ITEM – *[David]* Status of P. Gelderloos' request for bank statements

4.6.2 New Business

4.7 Web Site Committee Report - Edward Anderson, Chair
4.7.1 Old Business

4.7.2 New Business
New layout of web page

4.8 Clean-up Committee Report

4.9 Ombudsman Report – Jeanie Campbell (SG) & Penelope Price (NG)

5. Other Business
4.10 Shelter Insurance
ACTION ITEM – *[Orlando]* List of point to consider regarding shelter insurance

4.11 Including Parcels in GLA
ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. Open Floor Comment Period

7. Next Meeting and Adjournment

(Note: If the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda at the beginning of same meeting).

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rec'd 1/10/05 Board Mtg

01/10/05

Glastonbury Landowners Association, Inc.
Balance Sheet Standard
As of January 10, 2005

	Jan 10, '05
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	2,298.22
1st National Bank Savings	7,749.36
Total Checking/Savings	10,047.58
Accounts Receivable	
Accounts Receivable	149,818.24
Total Accounts Receivable	149,818.24
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	159,292.32
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**159,293.32**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	227,330.70
Total Long Term Liabilities	227,330.70
Total Liabilities	227,330.70
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-227,419.49
Retained Earnings	63,164.60
Net Income	84,401.00
Total Equity	-68,037.38
TOTAL LIABILITIES & EQUITY	**159,293.32**

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01/10/05

Glastonbury Landowners Association, Inc.
Profit and Loss Budget Overview
January through December 2004

	Jan - Dec '04	Budget	$ Over Budget
Income			
A. General Income			
1. Church, for Road Paving Loan	2,203.87		
2. Interest Income	50.71		
4. Sanitation Bond Account	2,750.00		
6. Rebate	-197.50		
7. Application Fees	75.00		
A. General Income - Other	110.00	75,870.00	-75,760.00
Total A. General Income	4,992.08	75,870.00	-70,877.92
B. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	331.02		
05. Dwelling Assessment 2001	550.89		
06. Dwelling Assessment 2002	1,226.61		
07. Dwelling Assessment 2003	2,666.84		
08. Dwelling Assessment 2004	21,152.55		
09.Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	331.03		
13. Land Assessment 2001	670.90		
14. Land Assessment 2002	1,586.60		
15. Land Assessment 2003	4,248.29		
16. Land Assessment 2004	35,566.85		
B. Assessments - Other	120.00		
Total B. Assessments	74,811.58		
C. Late Fees/Finance Charges			
1. Finance Charges	1,337.04		
2. Five Percent Penalty	327.04		
Total C. Late Fees/Finance Charges	1,664.08		
Total Income	81,467.74	75,870.00	5,597.74
Expense			
A. Business Expenses			
1. Banking Fees	29.00		
2. Insurance	4,487.19		
3. Licenses	15.00		
4. Lien Filing	761.30		
5. Rentals	430.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	242.80		
8. Refund on Overpayment	410.00		
A. Business Expenses - Other	0.00	8,169.96	-8,169.96
Total A. Business Expenses	6,625.29	8,169.96	-1,544.67
B. Office Expense			
1. Copying	1,125.52		
2. Postage	1,251.06		

GLA 01791

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Glastonbury Landowners Association, Inc.
Profit and Loss Budget Overview
January through December 2004

	Jan - Dec '04	Budget	$ Over Budget
3. Office Supplies	655.82		
4. Misc. Expenses	728.98		
5. Refreshments	443.82		
B. Office Expense - Other	4.81	2,199.96	-2,195.15
Total B. Office Expense	4,210.01	2,199.96	2,010.05
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	2,931.83		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3.3 Ullrich	480.00		
3. Legal Council - Other	953.35		
Total 3. Legal Council	3,237.25		
4. Secretarial	9,459.99		
5. Professional Fees	5,189.87		
6. Treasurer	732.50		
7. Web Site	1,486.13		
C. Professional Fees - Other	0.00	16,699.92	-16,699.92
Total C. Professional Fees	23,142.57	16,699.92	6,442.65
D. Road Repairs & Maintenance			
1. Loan Payment	37,706.21		
2. Road Maint.			
2.1 Misc. Maintenence	230.00		
2.3. Weed Control	-2,060.00		
2. Road Maint. - Other	3,050.00		
Total 2. Road Maint.	1,220.00		
3. Road Grading	920.00		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	38,499.96	-38,499.96
Total D. Road Repairs & Maintenance	42,410.71	38,499.96	3,910.75
E. General Expenses			
2. Equipment Repair & Maint.	295.28		
3. Miscellaneous	384.20		
E. General Expenses - Other	0.00	600.00	-600.00
Total E. General Expenses	679.48	600.00	79.48
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		

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Glastonbury Landowners Association, Inc.
Profit and Loss Budget Overview
January through December 2004

	Jan - Dec '04	Budget	$ Over Budget
Total 2. Master Plan	565.96		
4. Recreation Area	466.56		
5. Water Reservoir	830.13		
F. Misc. Projects - Other	24.68	9,699.96	-9,675.28
Total F. Misc. Projects	6,698.77	9,699.96	-3,001.19
H. Discount	465.00		
Total Expense	84,231.83	75,869.76	8,362.07
Net Income	-2,764.09	0.24	-2,764.33

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January 10, 2005

Glastonbury Landowners Association, Inc.
Income & Expense
January through December 2004

	Jan - Dec '04
Income	
A. General Income	
1. Church, for Road Paving Loan	2,203.87
2. Interest Income	50.71
4. Sanitation Bond Account	2,750.00
6. Rebate	-197.50
7. Application Fees	75.00
A. General Income - Other	110.00
Total A. General Income	4,992.08
B. Assessments	
02. Dwelling Assessment 1998	120.00
03. Dwelling Assessment 1999	120.00
04. Dwelling Assessment 2000	331.02
05. Dwelling Assessment 2001	550.89
06. Dwelling Assessment 2002	1,226.61
07. Dwelling Assessment 2003	2,666.84
08. Dwelling Assessment 2004	21,152.55
09.Golden Age Village Assess	5,880.00
10. Land Assessment 1998	120.00
11. Land Assessment 1999	120.00
12. Land Assessment 2000	331.03
13. Land Assessment 2001	670.90
14. Land Assessment 2002	1,586.60
15. Land Assessment 2003	4,248.29
16. Land Assessment 2004	35,566.85
B. Assessments - Other	120.00
Total B. Assessments	74,811.58
C. Late Fees/Finance Charges	
1. Finance Charges	1,337.04
2. Five Percent Penalty	327.04
Total C. Late Fees/Finance Charges	1,664.08
Total Income	81,467.74
Expense	
A. Business Expenses	
1. Banking Fees	29.00
2. Insurance	4,487.19
3. Licenses	15.00
4. Lien Filing	761.30
5. Rentals	430.00
6. Sanitation Bond Refunds	250.00
7. Taxes	242.80
8. Refund on Overpayment	410.00
Total A. Business Expenses	6,625.29
B. Office Expense	
1. Copying	1,125.52
2. Postage	1,251.06

Clare Parker Bookkeeping Services 406-333-4614

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	Jan - Dec '04	
3. Office Supplies		655.82
4. Misc. Expenses		728.98
5. Refreshments		443.82
B. Office Expense - Other		4.81
Total B. Office Expense		4,210.01
C. Professional Fees		
1. Accountant		105.00
2. Bookkeeper		2,931.83
3. Legal Council		
3.1 PVRC	1,627.00	
3.2 48 NG Lawsuit	176.90	
3.3 Ullrich	480.00	
3. Legal Council - Other	953.35	
Total 3. Legal Council		3,237.25
4. Secretarial		9,459.99
5. Professional Fees		5,189.87
6. Treasurer		732.50
7. Web Site		1,486.13
Total C. Professional Fees		23,142.57
D. Road Repairs & Maintenance		
1. Loan Payment		37,706.21
2. Road Maint.		
2.1 Misc. Maintenence	230.00	
2.3. Weed Control	-2,060.00	
2. Road Maint. - Other	3,050.00	
Total 2. Road Maint.		1,220.00
3. Road Grading		920.00
4. Snow Removal		
4.1. Snow Plowing	1,552.50	
4.2. Sanding	1,012.00	
Total 4. Snow Removal		2,564.50
Total D. Road Repairs & Maintenance		42,410.71
E. General Expenses		
2. Equipment Repair & Maint.		295.28
3. Miscellaneous		384.20
Total E. General Expenses		679.48
F. Misc. Projects		
1. Snow Plow/Sander Truck		4,811.44
2. Master Plan		
2.3 Copies	45.96	
2.4 Contractors	372.00	
2. Master Plan - Other	148.00	
Total 2. Master Plan		565.96

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	Jan - Dec '04
4. Recreation Area	466.56
5. Water Reservoir	830.13
F. Misc. Projects - Other	24.68
Total F. Misc. Projects	6,698.77
H. Discount	465.00
Total Expense	84,231.83
Net Income	-2,764.09

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Glastonbury Landowners Association, Inc.
Balance Sheet Standard
As of January 10, 2005

	Jan 10, '05
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	2,298.22
1st National Bank Savings	7,749.36
Total Checking/Savings	10,047.58
Accounts Receivable	
Accounts Receivable	149,818.24
Total Accounts Receivable	149,818.24
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	159,292.32
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**159,293.32**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	227,330.70
Total Long Term Liabilities	227,330.70
Total Liabilities	227,330.70
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-227,419.49
Retained Earnings	63,164.60
Net Income	84,401.00
Total Equity	-68,037.38
TOTAL LIABILITIES & EQUITY	**159,293.32**

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rec'd 1/10/05
Board Mtg

Weed Control

Glastonbury Incentive Program: Per Section 4.05, Weed and Vermin Control, Landowners are responsible to make reasonable efforts to control and prevent the spread of noxious weeds and vermin from their property." The most effective way to do this is by spraying. The GLA established an incentive program for Glastonbury landowners who agree to have their weeds sprayed bi-annually. GLA will pay each landowner 25% of the cost of his knapweed spraying, not to exceed $50 a year. To take advantage of this program, you need to sign an annual contract with a weed control company to spray your area twice a year for the next 3-5 years. When you finalize this kind of contract, please request a "Weed Reimbursement Application form" from the GLA accounting department. Complete the form and submit it to GLA along with a copy of the contract you made with the weed control company.

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rec'd 1/19/05
Board Mtg

Excerpt from Board of Directors Meeting Minutes of 7/17/2000

Noxious Weed Control

MOTION: Jim moved and Robert seconded the motion to notify landowners that the GLA was offering a 25% rebate of the cost of spraying for knapweed, not to exceed $50, on a Glastonbury parcel or tract if the landowner's GLA annual assessment is paid to date and the landowner signs an annual contract with a licensed sprayer dated on or before September 30, 2000. To collect the rebate, landowners must submit a copy of the paid bill and signed contract. (It was not recorded that the motion carried?)

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GLA Board of Directors

Committees Proposal

CURRENT

Committee Membership – Chaired by the Board with the day-to-day operations performed predominantly by Board Members

- **Architectural** – reviews project applications; presentations recommendations to Board for approval, approval w/conditions or disapproval
  - Ronda Alexander – NG Chair
  - Alyssa Angelis Allen – SG Chair
  - Laura Boise – Member (Board)
  - Christopher MacDonald - Volunteer

- **Road & Weed** - determines when grading, snow plowing & weed spraying are done; presents recommendations for additional work to Board for approval
  - Open – NG Chair
  - Joanna Snyder – SG Chair

- **Complaint** – receives and presents complaints to board, and responds to complaints ad directed by the Board
  - Ronda Alexander – Chair
  - Cynthia Blocker – Member (Board)
  - Joanna Snyder – Member (Board)

- **Master Plan** – oversees and develops for presentation to Board for direction; submits to landowners for approval
  - Laura Boise
  - Orlando Johnson
  - Charlotte Mizzi
  - David Tonkin

PROPOSED

Committee Membership – Chaired by Board Members with day-to-day operations performed in conjunction with volunteers from the Glastonbury Community

- **Architectural** – reviews project applications; presentations recommendations to Board for approval, approval w/conditions or disapproval
  - NG/SG Chair – Alyssa Angelis Allen
  - Laura Boise – Member (Board)
  - **Christopher MacDonald – NG Volunteer
  - Open – NG Volunteer
  - Open – SG Volunteer
  - Open – SG Volunteer

- **Road & Weed** - determines when grading, snow plowing & weed spraying are done; presents recommendations for additional work to Board for approval
  - NG/SG Chair – Joanna Snyder
  - *Richard Mead – NG Volunteer
  - Open – NG Volunteer
  - *James Trisdale (JT) – SG Volunteer
  - Open – NG Volunteer

- **Complaint** – receives and presents complaints to board, and responds to complaints ad directed by the Board
  - Ronda Alexander – Chair
  - Cynthia Blocker – Member (Board)
  - Joanna Snyder – Member (Board)
  - *Penelope Price – Member (Ombudsman)
  - *Jeanne Campbell – Member (Ombudsman)

- **Master Plan** – oversees and develops for presentation to Board for direction; submits to landowners for approval
  - Laura Boise
  - Orlando Johnson
  - Charlotte Mizzi
  - David Tonkin
  - Open – NG Volunteer
  - Open – SG Volunteer

* To Be Confirmed ** Confirmed

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CURRENT

- **Recreation** – oversees and helps guide the PVRC committee and reports back to the Board
  - Laura Boise
  - Edwin Johnson
  - Janet Naclerio
  - Edward Anderson (alternate)

- **Web Page** – oversees the development of the web page
  - Edward Anderson – Chair

- **Clean-Up** – promotes cleanup of North and south Glastonbury in general and clean-up of shelter sites
  - Chair – Open

- **Database** - keeps database updated with new owners, addresses and property subdivisions; all authorized users input to system
  - Cynthia Blocker – Authorized User
  - Rudy Parker – Authorized User
  - Pamela May – Volunteer

PROPOSED

- **Recreation** – oversees and helps guide the PVRC Board and reports back to the GLA Board
  - Laura Boise
  - Edwin Johnson
  - Janet Naclerio
  - Edward Anderson (alternate)
  - Open – NG Volunteer
  - Open – SG Volunteer

- **Web Page** – oversees the development of the web page
  - Edward Anderson – Chair

- **Clean-Up** – promotes cleanup of Glastonbury Community and clean-up of shelter sites
  - Chair – Open
  - Open – NG Volunteer
  - Open – NG Volunteer
  - Open – SG Volunteer
  - Open – SG Volunteer

- **Database** - keeps database updated with new owners, addresses and property subdivisions; only people affiliated with the Board because of confidential landowner data
  - Cynthia Blocker – Member (Board)
  - Rudy Parker – Member (Board)
  - *Denise Orr – Member (Admin. Secretary)

- **Welcome** – produces and mails welcome letter and newsletter to new landowners; delivers a welcome package to landowner (welcome package could be a coupon to the Peak, Chico, etc.)
  - Ronda Alexander – Chair
  - **Danalee Howe – NG Volunteer
  - **Barbara Dowbenko – NG Volunteer
  - Open – SG Volunteer
  - Open – SG Volunteer

* To Be Confirmed ** Confirmed

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GLA Board of Directors

COMMITTEES: CURRENT

NAME	ARCHITECTURAL	ROAD & WEED	COMPLAINT	MASTER PLAN	RECREATION	WEB PAGE	CLEAN-UP	DATABASE	WELCOME
Ronda Alexander	~~X NG Chair~~ resigning		X NG/SG Chair						X NG/SG Chair
Alyssa Angelis Allen	X SG Chair								
Edward Anderson					X Alternate	X NG/SG Chair			
Cynthia Blocker			X					X	
Laura Boise	X			X	X				
Edwin Johnson					X				
Orlando Johnson				X					
James Kozlik									
Charlotte Mizzi				X					
Janet Naclerio					chair X				
Joanna Snyder		~~X SG Chair~~ X	~~X~~						
David Tonkin		will meet or will set over Easter This week		X					

Dave Officer - up Shutter Door - removal area

Dave

A fauna can help site NG-

Wayne + JT - Richard Mead - drive CoA - have to add business

will do in Jun

GLA 01802

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Glastonbury Landowners Association, Inc.
Board of Directors Meetings
2005

DATE	DESCRIPTION
Monday, January 10th	Regular meeting
Monday, February 7th	Regular meeting
Monday, March 7th	Regular meeting
Monday, April 4th	Regular meeting
Monday, May 2nd	Regular meeting
Monday, June 6th	Regular meeting
Monday, July 11th	Regular meeting (Jul 4th = Independence Day) May change
Monday, August 8th	Regular meeting; select Election Committee Chair
Monday, September 12th	Regular meeting (Sep 5th = Labor Day)
Monday, October 3rd	Regular meeting
Saturday, November 12th	Annual Board meeting; Board of Directors election
~~*Monday, Nov 14th~~	~~Election of new officers~~
*Monday, December 5th	New Board members' orientation; all board members attend
Monday, December 12th	Regular meeting Elect New Officers

* New meetings added to accommodate election of officers and orienting new members to Board, ensuring the Board doesn't get behind on regular business as they transition to the newly formed Board.

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GLA BOARD MEETING NORMS

The GLA Board Meeting Norms describe how we will operate during the life of the Board. The Meeting Norms should be based on the GLA Board's values and posted at all Board meetings.

Ground Rules: We will . . .

1. respect each person's input.
2. be patient and understanding with each other.
3. be honest and tactful.
4. be open to suggestions from others.
5. listen without interrupting or holding sidebars.
6. stay focused and on task.
7. limit discussion of person who has the floor to 3 minutes.
8. allow differences to surface and resolve conflicts immediately.
9. stay focused on the facts and keep personal biases out of discussions and decisions.
10. bring Covenants, Standards and By-Laws to each meeting for reference during the meeting.

OPERATION	GUIDELINE	COMMENTS
Meeting Dates, Times and Location	• 1st Monday of each Month • 7:00PM – 10:00 PM • Golden Ratio Cafeteria	• If the 1st Monday falls on a holiday, it will be moved to the next Monday
Agendas	• President prepares the agenda • Mailed 1 week before meeting • Additional items may be added by: • emailing Denise Orr at denisemorr@msn.com • adding at beginning of meeting • Agenda items will be prioritized at the beginning of each meeting	• Board members are responsible for picking up the Agenda at the Emigrant General Store. • Items not addressed will be added to the next Agenda
Meeting Minutes	• Minutes record decisions; they are not a transcript of the meeting • Actions Items are listed at the end of the minutes with the responsible person/timeline • Completed action items will be transferred to next meeting agenda for reference only • Meeting Minutes will be read by the Secretary at beginning of next meeting for accuracy and approval by the Board (p. 164 Robert's Rules) • Once the meeting minutes are approved a 2/3 vote is required to amend the meeting minutes unless previous notice of the proposed amendment has been given; then only a majority vote is required (p. 167 Robert's Rules)	• Board members read the meeting minutes to make sure they accurately represent what was decided • Board members are responsible for conveying meeting minute discrepancies before or at the next meeting
Opening Prayer	• Meeting will be opened with a generic prayer	• All Board members share this responsibility

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OPERATION	GUIDELINE	COMMENTS
Meeting Roles	• See page 4	• Can be share by all members
Abbreviated Robert's Rules of Order	• During discussion of agenda any Board member may make a motion, indicating a decision is needed by the Board • If a motion is seconded then the issue is open for discussion; discussion of a motion should be limited to approximately 3 minutes per person • If a motion is not seconded, the issue is taken off the table and there isn't any discussion • Once a motion is made and seconded, it must be voted on or amended before moving on to another motion • If an amendment is made to a motion, it must be voted on before the original motion • If the amendment is passed, then the amended motion is voted on • If the amendment is not passed, then the original motion is voted on • A Board member may call for a vote any time after a motion has been seconded • Routine matters may be decided by general consent..."if there is no objection we will..."; if there is an objection a vote must be taken (p. 159 Robert's Rules)	• The President chairs the meeting and is not allowed to vote except to break a tie • In the President's absence, the Vice-President chairs the Board meeting • If the President wants to comment he/she relinquishes the chair to the Vice President
Past Decisions	• Past decisions made by the Board will be followed unless overturned by the Board	• Refer to list of past decisions
Conflict Resolution Guidelines	• See pages 7-8	
Meeting Evaluation	• Periodically conduct meeting evaluations to determine their effectiveness • Ask what worked, what didn't, how can the meeting be improved at end of meeting or... • Use Meeting Evaluation form (see p. 6)	
Correspondence	• Original incoming correspondence is kept in the main files held by the Secretary • Outgoing correspondence should be reviewed by the Secretary before being sent out; a copy of the signed correspondence is kept in the main files held by the Secretary	• Denise Orr is the keeper of these files
Landowner Database	• Confidential database includes the parcel/tract/lot number, size of the lot, how many votes per landowner, whether or not its been subdivided and subdivision owners	• Reserved for Board of Directors only • Need the confidential password to access

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5 STAGE MEETING PLAN

Stage 1: Plan

- Understand the purpose of the meeting; ask yourself if it really needs to be covered in a meeting or can it be done more efficiently and expeditiously another way
- Be clear about why you need the meeting and the overall objectives
- Anticipate the appropriate people and resources needed for the meeting
- Identify the desired outcome from this meeting

Stage 2: Inform

- Use an agenda to inform everyone about what is being discussed, why and what you want from the meeting
- Ask for input to the agenda prior to the meeting
- Send out the agenda ahead of time; use e-mail when possible

Stage 3: Prepare

- Prioritize the agenda items
- Identify amount of time needed for each topic
- Be sure to include some discussion time

Stage 4: Structure & Control

- Begin and end the meetings on time; if more time is needed to complete the meeting, the Board will vote on whether or not to extend the meeting end time. This conveys you value the member's time and intend to use it efficiently
- Review the meeting objectives and agenda
- Get group consensus before varying from the set agenda
- Progress through the agenda one item at a time, keep the meeting focused on the objectives/agenda, and don't allow the discussion to jump around
- Continually encourage participation; make sure that discussion and decisions are not left to only a few of the more vocal members of the meeting; check in with each member before closing discussion on an agenda item
- Keep the discussion focused; control "war" stories; stop members from going back over old ground; refer to the agenda; honor the 3-minute discussion limit
- After a motion has been approved, the secretary will read the motion and agreed upon action; reconfirms the final result and provides opportunity for any clarification

Stage 5: Summarize & Record

- Summarize and review the agreements, commitments, actions, timelines and responsible parties before leaving the meeting
- Record all motions and action items, the name of the responsible person and the timeline

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MEETING ROLES

Leader

The leader is responsible for the Planning, Informing and Preparation stages of the *5 Stage Meeting Plan*.

- Secures the meeting site
- Anticipates people and resources needed
- Prepares and sends out the agenda

Facilitator

The facilitator is responsible for the Structure & Control stage of the *5 Stage Meeting Plan,* making sure the meeting stays on point. They guide the members through the decision making process and manage the group dynamics to ensure there is balanced participation in meetings.

- Keeps the meeting focused, on track and moving
- Guides the members through the agenda items

Recorder

The recorder is responsible for the Summary & Record stage of the *5 Stage Meeting Plan*. The recorder takes permanent notes for the meeting, including decisions reached by the Board, new action items and completed action items. The recorder summarizes key decisions and action items at the end of the meeting

- Takes the meeting minutes
- Keeps track of action items, the responsible party, and timelines

Scribe

The scribe writes pertinent information on the flip chart and assists the facilitator in conducting brainstorming sessions.

- Writes on the flipchart during brainstorming activities

Timekeeper

The timekeeper keeps track of time allotted for different activities and discussions, and alerts the group when it has reached its time limit.

- Monitors time as prescribed by the leader or agenda

Devil's Advocate

The Devil's Advocate consistently questions people's perspectives in an attempt to help them "think outside of the box" and make sure all possibilities have been considered.

- Asks the "Why?" question (e.g., "Why should we do it that way?")
- Seeks details and examines opposite perspectives

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FACILITATION TIPS

- **Ask members what they think.** One method of insuring participation is to go around the room one person at a time and ask each person to share his or her thoughts, feelings or opinion about a particular topic. Ask questions such as:
  - What was your thinking on...?
  - What do the covenants, standards, by-laws say about...?
  - What made you come to that conclusion about...? Are the covenants, standards, by-laws supported by your conclusion to...?

- **Ask clarifying questions.** When you don't understand an individual's contribution or see that the group isn't clear on an issue, ask the following questions:
  - I'm not sure I understood your last comment; would you explain it again?
  - This seems to be confusing people, let's review it again.

- **Paraphrase member's responses.** When your goal is to understand what is being said, the best way to do so is to repeat back what you thought was said. For example:
  - If I understand correctly, you are saying that...
  - Would you restate what was just said so that we can make sure we understand?
  - I believe what is being suggested is...

- **Encourage and support participation.** When you notice that people are not participating, you might say:
  - We understand your point; now let's ask Joe what his thoughts are on...
  - Before we move on, I'd like to hear Mary's perspective on this.
  - Joan, we haven't heard from you in awhile, is there anything else you think we should consider about...?

- **Identify and summarize key themes.** When many ideas have been presented, it's a good idea to stop and summarize before moving onto more information. For example:
  - We've heard a lot of good ideas; would someone volunteer to summarize our agreements so far?
  - John, you don't seem to be in agreement about this. Would you summarize for us your major objections?

- **Keep the group on task.** If you find the group straying from the objectives of the meeting, you can refocus them by asking:
  - Are we on track with this line of discussion?
  - Does this pertain to our objectives?
  - Should this be discussed now or added to the agenda and, if time permits, discuss at the end of the meeting? Or, should it be added to the next meeting's agenda? Or, to new business?

- **Handle differences of opinion.** When it is clear that differences exist, it is best to acknowledge and address it now, or it will lead to future problems.
  - Susan, I'm not sure that you agree with what was just presented. Could you tell us your perspective?
  - Joan, would you tell us why you don't agree with Susan?
  - How much time shall we devote to resolving this difference?

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Meeting Evaluation Checklist

Yes	No	
		Did all meeting members understand the meeting purpose?
		Did all meeting members understand the desired outcomes?
		Did all meeting members have a chance to participate during the meeting?
		Did any one person dominate the meeting?
		Did all meeting members listen to and respect each other?
		Were disagreements handled in a productive manner?
		Did all meeting members understand the relationship of the meeting roles to the meeting's effectiveness?

Meeting Evaluation

What contributed to the meeting's effectiveness? _____

Were there any behaviors or distractions that took away from the meeting's effectiveness?

What could we do better the next time we meet? _____

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TYPES OF CONFLICTS



FACTS (generally easy)

- Different information in regards to the same issue
- Resolving this type of conflict is generally easy
- Conflict disappears when all facts and data are shared



METHODS (somewhat difficult)

- Disagreement over the best way to achieve a goal, solve a problem, perform a task, etc.
- Resolving this type of conflict is somewhat difficult
- Conflict resolved through use of problem-solving techniques



GOALS (generally difficult)

- Disagreement on the basic purpose/mission/goal; different perspectives on what it should be
- Resolving this type of conflict is generally difficult
- Negotiating skills are critical to reaching consensus



VALUES (very difficult)

- Disagreement about the intention behind the issue; basic belief systems are fundamentally different
- Resolving this type of conflict is very difficult
- Mediation is often needed to resolve this type of conflict

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CONFLICT RESOLUTION GUIDELINES

CONFLICT RESOLUTION PROCESS

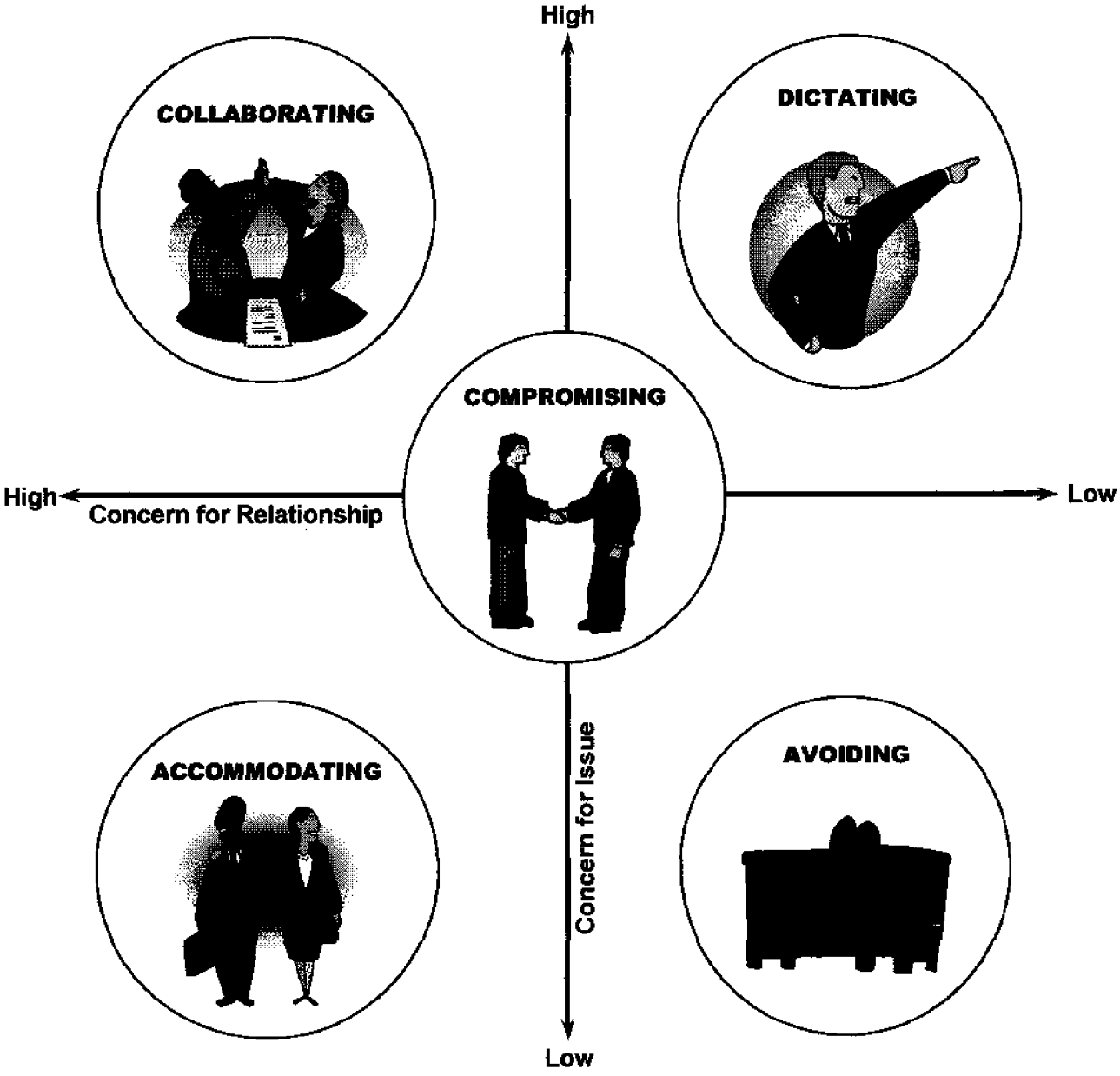
1. Ensure that all people affected by the conflict are involved in the resolution process.
2. Clarify that everyone is there to solve the same conflict.
3. Confirm that everyone is committed to resolving the conflict.
4. State the desired outcome of the situation and review the facts of the situation; this step may be used many times to keep the discussion focused.
4. Each person states their view of the conflict. While that person is stating their point of view the remaining parties:
   - probe for facts to understand a specific point of view
   - do not criticize anyone for taking a particular position
   - do not interrupt (except to clarify)
   - do not present arguments at this time
   - avoid discussion of solutions
   - *LISTEN! LISTEN! LISTEN!*
7. Discuss possible solutions:
   - focus on ideas, not personalities
   - do not judge ideas
   - build on other's ideas
   - be creative; encourage unique ideas
   - contribute freely and openly
8. Develop a list of possible solutions:
   - measure the possible solutions against the desired outcome
   - identify the consequences and impact of each solution
9. Select the Best Solution
   - Ask everyone involved to restate the solution as they understand it
   - Ask everyone involved for agreement and commitment to the solution
10. Document the Solution and ask all parties to sign the documentation

CONFLICT RESOLUTION ETIQUETTE

1. Timing
   - Don't confront while emotions are highly charged; allow for a cooling down period
2. Confidentiality
   - Everything that takes place during the discussion will remain confidential
   - Do not bad-mouth each other before or after the confrontation
3. Appreciate the Differences in People
   - Be open and willing to understand other people's filters: culture, language, values, attitudes, etc.
4. Don't Use Judgmental Tactics
   - Blaming: "You're the one who . . . "
   - Interpreting: "You tried to manipulate and mislead . . . "
   - Labeling: "You are arrogant, deceptive and devious . . ."
   - Analyzing: "If you weren't so concerned about making a profit . . . "
   - Moralizing: "Clearly you are motivated by greed. "
   - Interrogating: "Why would you even think about doing . . . "
   - Exaggerating: "Everyone thinks you . . . "
5. Use "I" Statements
   - "I see it this way . . . "
   - "I think it might be . . . "
   - "I need to know . . . "
   - "You" creates defensiveness
6. Be Specific
   - Vague: "I want you to be more considerate of my privacy."
   - Specific: "I'd appreciate it if you would call before you come over."
7. Focus on the Issue
   - Be willing to hear other people's points of view without being defensive
   - Don't focus on who is right or wrong; your goal is to understand the issue

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DECISION MAKING STYLES



GLA 01812

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DECISION MAKING STYLES

Style	Description	Appropriate Use
DIRECTING	• high concern for issue, low concern for relationship • characterized as being aggressive and uncooperative • apt to pursue own goals at expense of others	• unpopular decision has to be enforced • crisis situation needs quick action • know you are right and your solution will achieve the desired outcome
ACCOMMODATING	• high concern for relationship, low concern for issue • characterized as being unassertive and overly cooperative • "covering up"...pretending that everything is satisfactory, even when it's not • "agreeing to disagree"...conflict generally doesn't go away and reappears even more forcefully	• the relationship is more important than the issue • the other person's need is greater than your need • balance of power is clearly in their favor (i.e., you could get fired) • other person is trying something new and you can live with the outcome
AVOIDING	• low concern for issue, low concern for relationship • characterized as being unassertive, uncooperative, or giving up to one's opponent • differences are denied or ignored	• everyone needs a "cooling off" period • it really is not your problem • the cost is greater than the benefits or rewards • you cannot do anything about the situation
COMPROMISING	• moderate concern for issue and relationship • characterized as taking an intermediate stance between assertiveness and cooperativeness • want a quick solution that will be all right with everyone • negotiate to "split the difference"	• situation is stalemated or deadlocked • any solution would be better than no solution • shortness of time does not allow for continued problem solving • you want to preserve the relationship
COLLABORATING	• equally high concern for issue and relationship • characterized as being assertive and cooperative • working with others to find solutions that satisfy the needs of everyone	• outcome has major implications for future of group, organization, etc. • time and energy is available to do the problem solving • everyone is committed to the outcome

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January 5, 2005

Hello Everyone:

I had hoped to have an "orientation" meeting for all board members before the January 10 meeting; however, several people could not make it. So we will see how this first meeting goes with a new board and president and then decide if we need an orientation or if "baptism by fire" works for all of us new people. To those of you ~~have~~ are seasoned board members: your support is needed and appreciated.

Please consider the following items before our first board meeting of 2005:

Review the Covenants, Standards & Bylaws

All board members have received a binder containing copies of the Covenants, Standards, Bylaws, and Master Plan. New members will want to read the Covenants, Standards and Bylaws before the January meeting; ongoing board members may want to refresh their memories by reviewing these same documents before the next meeting.

It might be potentially beneficial to our meetings if each board member brings his/her document binder to every meeting. This could give us a greater capacity to vote on issues based on how the issues pertain to the Covenants, Standards and Bylaws. Also, a great deal of time could be saved in our meetings if *prior* to the meeting, we reference these documents (if necessary) while reviewing the various project applications, complaints, etc., that we will ultimately review and vote on at the meeting. For example, if we have a question or concern when reviewing a complaint, we can write down our personal notes regarding that question or concern, including specific references to the Covenants that might apply, and bring those notes to the meeting. Lets make it our goal this year to get "caught up" and move quickly but thoroughly through all issues so we can concentrate on unfinished but important matters that the GLA is responsible to handle.

January 10, 2005 Meeting Agenda

In our first meeting, we will make the 2005 budget the priority for new business. We will discuss establishing a time line for completing the budget. It is suggested that all board members review the previous 2004 financial statement handed out at the Annual Meeting. Please come to the meeting with any concerns, suggestions or remedies.

I would like to suggest the following as priority items for the January agenda. If you have any items you would like to add to the agenda, please email them to Denise and copy to me, indicating the priority of each item. On Monday, we will add these items to the agenda and announce them at the beginning of the meeting.

- Unchaired Committees
- Preparation of the 2005 Budget
- Zeman/Lot 33 Complaint (see enclosed)
- Lannes/Johnson Complaint (see enclosed)

At the meeting we will review the agenda and outstanding complaint letters, new project applications and updates and finalize dates for 2005 Board Meetings. We might consider a time keeper and have a three minute limit of discussion for whoever has the floor. This should keep discussion to a minimum and shorten the length of our meetings.

As per the By-Laws, Article VI, Paragraph P, "Meeting Agenda" - after the new business items are completed, we can have an "open floor comment period" before adjournment. This will be a good time to express concerns or new ideas that can be added to meeting minutes for inclusion on the agenda for the next meeting.

GLA Meeting Norms

Ronda facilitates workshops on how to conduct effective meetings, so I asked her to pull together some notes that may help us run the GLA Board meetings. She incorporated "Things to Consider" prepared by David, some items I felt important, as well as her knowledge of what makes a meeting more effective. Please review this list of norms before the January meeting. I would like the Board to vote on whether or not we want to adopt the norms as official guidelines for running future meetings.

Thanks,
James Kozlik

P.S. Enclosures (see list of enclosures on "Notice of Meeting" form) for your review before Jan. 10 meeting.

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Rhonda wants to put in newsletter

GLA Board of Directors

Committees Proposal

CURRENT

Committee Membership – Chaired by the Board with the day-to-day operations performed predominantly by Board Members

- **Architectural** – reviews project applications; presentations recommendations to Board for approval, approval w/conditions or disapproval
  - Ronda Alexander – NG Chair
  - Alyssa Angelis Allen – SG Chair
  - Christopher MacDonald - Volunteer
- **Road & Weed** - determines when grading, snow plowing & weed spraying are done; presents recommendations for additional work to Board for approval
  - Open – NG Chair
  - Joanna Snyder – SG Chair
- **Complaint** – receives and presents complaints to board, and responds to complaints ad directed by the Board
  - Ronda Alexander – Chair
  - Cynthia Blocker – Member (Board)
  - Joanna Snyder – Member (Board)
- **Master Plan** – oversees and develops for presentation to Board for direction; submits to landowners for approval
  - Laura Boise
  - Orlando Johnson
  - Charlotte Mizzi
  - David Tonkin

PROPOSED

Committee Membership – Chaired by Board Members with day-to-day operations performed in conjunction with volunteers from the Glastonbury Community

- **Architectural** – reviews project applications; presentations recommendations to Board for approval, approval w/conditions or disapproval
  - NG/SG Chair – Alyssa Angelis Allen
  - **Christopher MacDonald – NG Volunteer
  - Open – NG Volunteer
  - Open – SG Volunteer
  - Open – SG Volunteer
- **Road & Weed** - determines when grading, snow plowing & weed spraying are done; presents recommendations for additional work to Board for approval
  - NG/SG Chair – Joanna Snyder
  - Open – NG Volunteer
  - Open – NG Volunteer
  - *James Trisdale (JT) – SG Volunteer
  - Open – NG Volunteer
- **Complaint** – receives and presents complaints to board, and responds to complaints ad directed by the Board
  - Ronda Alexander – Chair
  - Cynthia Blocker – Member (Board)
  - Joanna Snyder – Member (Board)
  - Alyssa Angelis Allen – Member (Board)
  - *Penelope Price – Member (Ombudsman)
  - *Jeanne Campbell – Member (Ombudsman)
- **Master Plan** – oversees and develops for presentation to Board for direction; submits to landowners for approval
  - Laura Boise
  - Orlando Johnson
  - Charlotte Mizzi
  - David Tonkin
  - Open – NG Volunteer
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- **Recreation** – oversees and helps guide the PVRC committee and reports back to the Board
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  - Edwin Johnson
  - Janet Naclerio
  - Edward Anderson (alternate)

- **Web Page** – oversees the development of the web page
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- **Clean-Up** – promotes cleanup of North and south Glastonbury in general and clean-up of shelter sites
  - Chair – Open

- **Database** - keeps database updated with new owners, addresses and property subdivisions; all authorized users input to system
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  - Pamela May – Volunteer

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  - Rudy Parker – Member (Board)
  - *Denise Orr – Member (Admin. Secretary)

- **Welcome** – produces and mails welcome letter and newsletter to new landowners; delivers a welcome package to landowner (welcome package could be a coupon to the Peak, Chico, etc.)
  - Ronda Alexander – Chair
  - **Danalee Howe – NG Volunteer
  - **Barbara Dowbenko – NG Volunteer
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  - Open – SG Volunteer

* To Be Confirmed ** Confirmed

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2005-02-05_BDGN.pdf

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

February 7, 2005

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order by James Kozlik at 6:58 p.m., at Golden Ratio Woodworks. Denise gave the opening prayer.

PRESENT: James Kozlik (President), Ronda Alexander (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Allysa Angelis Allen, Edward Anderson, Laura Boise, Edwin Johnson, Orlando Johnson, Charlotte Mizzi, Joanna Snyder, David Tonkin

ABSENT: All present.

PROXIES:

ALSO ATTENDING: Denise Orr (GLA administrative secretary), Pouwell Gelderloos (Landowner/PVRC Committee)

2. Reading and Disposition of the Minutes

Reading and Disposition of the Minutes

- November 1, 2004 Minutes. **Tabled.**
- January 10, 2005 Minutes. **Tabled.**
- January 17, 2005 Minutes. **Tabled.**

The Board agreed to postpone the review/approval of the above meeting minutes to the next meeting. They also discussed the option of combining the January 10th and 17th meeting minutes into one document.

MOTION: Janet motioned and Joanna seconded that the review of the meeting minutes should be done privately before the next meeting.

Discussion.

AMENDMENT: David motioned and Joanna seconded to have Denise combine the January 10th and 17th meeting minutes and send to the Board for review prior to the March Board meeting. **Amendment carried. Motion carried.**

3 General Business

3.1 Old Business

ACTION ITEM – Status of election of chair position to the Master Plan Committee. **Tabled.**

ACTION ITEM – *[Denise]* Status of list of all motions. **Tabled.**

ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order. **Tabled.**

ACTION ITEM – *[Denise]* Status of Nov. 13, 2004 Annual Meeting Minutes. **Tabled.**

3.2 New Business

[Ronda] Proposal concerning Board e-mail communication. **Tabled.**

Resignation of Cynthia Blocker, Treasurer: James announced that Cynthia will be relocating to a new home outside of Glastonbury and has submitted her resignation effective after the March meeting. The Board expressed their gratitude for Cynthia's service.

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Approved: 03 07 05

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Policy Reminder re: Submitting Document Originals to Administrative Secretary: Ronda reviewed that any document submitted to a GLA Board member must be submitted to the administrative secretary in a timely manner. The administrative secretary will make copies for Board use and place the original in the GLA file. Misplacement or loss of documents has occurred when this policy has not been followed.

Procedure Reminder re: Committee Related Issues: James clarified that when a committee-related issue is submitted to the GLA Board or a Board member, the first step to take is to transfer the issue to the appropriate committee for review and discussion. The committee should then submit it to the entire Board for approval along with a recommendation of action to be taken. The committee is not authorized to make final decisions or to take actions on an issue without the approval of the entire Board.

4. **Report of Officers and Committees**

4.1 Treasurer's Report: Cynthia Blocker, Treasurer

Cynthia passed out "January 2005 Bank Transactions-Prepared February 1, 2005", "Balance Sheet Standard As of February 7, 2005" and "Income and Expense, January 1 through February 7, 2005."

4.1.1 Old Business. None.

4.1.2 New Business. None.

4.2 Architecture Subcommittee Report: Allysa Angelis, Chair; Laura Boise

4.2.1 Old Business

ACTION ITEM – *[Alyssa]* Review revised proposal for Architectural fee schedule. **Tabled.**
ACTION ITEM – [*Alyssa]* Status of Paul Rantallo cargo units. **Tabled.**
ACTION ITEM – *[Alyssa/David]* E. Johnston's gate related letters. (Including most recent letter, dated. 1/29/05). **Tabled.**

4.2.1 New Business

Status of Lot 33 Subdivision Application from Pouwel Gelderloos, et al. **Tabled.**

4.3 Road & Weed Committee Report: Joanna Snyder, Co-Chair

4.3.1 Old Business

ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank. **Tabled.**

4.3.1 New Business

Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG). **Tabled.**

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Approved: 03 07 05

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Road improvement report
Based on newly assigned committee work concerning the PVRC (refer to below discussion) the Board gave David an unspecified extension of the timeline for the road improvement research that was originally scheduled to be presented at the April meeting with the 2005 budget review.

4.4 Complaint Committee Report: Ronda Alexander, Chair

4.4.1 Old Business

ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich. **Tabled.**
ACTION ITEM – *[David]* Status of removing rock pile above culvert. **Tabled.**
ACTION ITEM – *[Ronda]* Review Draft of GLA's response to Lannes' complaint. **Tabled.**
ACTION ITEM – *[Ronda]* Meet with Kathleen Rakela re: the handling of the complaint concerning statues. **Tabled.**
ACTION ITEM – *[Ronda]* Present an update for the complaint procedure proposal. **Tabled.**
ACTION ITEM – *[David]* Status report on attorney letter to Hansard. **Tabled.**

4.4.2 New Business

Revisit Dog Issue from March 2004 GLA Board Meeting. **Tabled.**
Everett Johnston letter, dated 11/10/04, re: issues included in his 10/1/04 letter. **Tabled.**
Complaint: E. Schieffelin: re: Excessive Vehicles on 38-A (NG). **Tabled.**

4.5 Land Use Master Plan Committee: Laura Boise, Charlotte Mizzi, Orlando Johnson, David Tonkin.

4.5.1 Old Business

ACTION ITEM – *[Charlotte]* Status report. **Tabled.**

4.5.2 New Business. None.

4.6 Recreation Committee (Paradise Valley Recreation Committee): Janet Naclerio (Chair), Laura Boise, Edwin Johnson, and Edward Anderson (alternate)

[Janet] Status report on PVRC activities. See "New Business" below.

4.6.1 Old Business

ACTION ITEM – *[Janet]* Obtain articles of incorporation. **Tabled.**
ACTION ITEM – *[David]* Status report of fact-finding committee re: issues included in Robert Wallace letter, dated 10/31/04. **Tabled.**
ACTION ITEM – *[David]* Status of P. Gelderloos' request for bank statements. **Tabled.**

4.6.2 New Business

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PVRC Checking Account:
Janet reported that on February 4th, she learned that the PVRC checking account was frozen under Cynthia's direction to the Bank of the Rockies.. Janet expressed her concerns regarding this action and the actions leading to it; Cynthia reported her reasons for taking this step, including a recommendation from the bank. The Board and Pouwel Gelderloos discussed this issue in lengthy detail. The Board expressed their appreciation for all of the efforts, work and financial commitment provided by Pouwel and the other individuals who have created the soccer field, etc. It was concluded that improvements in effective communication and interaction between the GLA and the PVRC was needed as well as clarification of the legal parameters between the GLA and PVRC.

Organization of the PVRC
MOTION: David motioned and Cynthia seconded to create two phases for the organization of the PVRC. Phase 1: A committee will compile what the GLA's legal parameters should be in relationship to the PVRC and how the relationship of the GLA with the PVRC can be organized while abiding by the original park dedication agreement. Phase 2: Discussion with and input from the PVRC concerning the parameters formulated in Phase 1. When Phases 1 & 2 are completed, a recommendation will be presented to the Board to be voted on for approval. at the March meeting. **Motion carried.**
Discussion.
MOTION: David motioned and Charlotte seconded to formulate a committee comprised of Edward, Charlotte, Orlando and David to work on Phase 1 of the above motion. **Motion carried.**
Discussion.
MOTION: Janet motioned and Laura seconded to formulate a committee comprised of Janet, Laura, Edward, Charlotte, Orlando and David to work on Phase 2 of the above motion. **Motion carried.**
Discussion. The Board agreed that additional people can be added to the above committees if necessary.

Unfreezing the PVRC checking account. The Board discussed.
MOTION: Edwin motioned and Joanna seconded to unfreeze the PVRC checking account #1301365.
Discussion.
AMENDMENT: Charlotte motioned and David seconded to add the following condition to the unfreezing of the account: condition based on the prior conversation at this meeting, dated 2/7/05, regarding the discussion with representatives of the PVRC that no further actions will be taken with regards to the legal formation of the PVRC.
Amendment Failed. (5 in favor, 6 opposed.)
Motion carried. (8 in favor, 2 opposed, 1 abstention)

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Approved: 03 07 05

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4.7 Web Site Committee: Edward Anderson, Chair
- **4.7.1 Old Business.** None.
- **4.7.2 New Business.** None.

4.8 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG)
- **4.8.1 Old Business.** None.
- **4.8.2 New Business.** None.

5. Other Business.

5.1 Old Business

Shelter Insurance.

ACTION ITEM – *[Orlando]* List of points to consider regarding shelter insurance. **Tabled.**

Including Parcels in GLA

ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. **Tabled.**

5.2 New Business. None.

6. Open Forum

7. Next Meeting and Adjournment

The meeting was adjourned at 11:10 p.m. with no further business. The next meeting will be held on March 7, 2005 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

MN020705 Denise to combine January 10th & 17th meeting minutes and send to Board for review before March meeting. **Done.**

REC020705 Denise to draft memo, including meeting minute excerpts, from Cynthia to Bank re: directive to release freeze on PVRC checking account. Deliver to Bank. **Done.**

REC020705 Phase 1 Committee to meet.

REC020705 Phase 2 Committee to meet after Phase I determines parameters to be presented.

REC020705 Phase 1 & Phase 2 Committees to prepare proposal for Board review at March meeting.

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Approved: 03 07 05

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
February 7, 2005

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   November 1, 2004 Minutes
   January 10, 2005
   January 17, 2005

3. **General Business**
   3.1 New Business
   [Ronda] Proposal concerning Board e-mail communication
   3.2 Old Business
   ACTION ITEM – Status of election of chair position to the Master Plan Committee
   ACTION ITEM – *[Denise]* Status of list of all motions
   ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order
   ACTION ITEM – *[Denise]* Status of Nov. 13, 2004 Annual Meeting Minutes

4. **Report of Officers and Committees**
   4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1 Old Business
   4.1.2 New Business

   4.2 Architecture Subcommittee Report – Allysa Allen (Chair), Laura Boise
   4.2.1 Old Business
   ACTION ITEM – *[Alyssa]* Review revised proposal for Architectural fee schedule.
   ACTION ITEM – [*Alyssa]* Status of Paul Rantallo cargo units
   ACTION ITEM – *[Alyssa/David]* E. Johnston's gate related letters. (includes most recent letter, dated. 1/29/05)
   4.2.2 New Business
   Status of Lot 33 Subdivision Application from Pouwel Gelderloos et al.

   4.3 Road & Weed Committee Report
   4.3.1 Old Business
   ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank.
   4.3.2 New Business
   Peter Snow letter, dated 1/10/05, re: Safety Issues on Carpicorn/Gemini (NG)

   4.4 Complaint Committee Report – Ronda Alexander (Chair)
   4.4.1 Old Business
   ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
   ACTION ITEM – *[David]* Status of removing rock pile above culvert
   ACTION ITEM – *[Ronda]* Review Draft of GLA's response to Lannes' complaint.
   ACTION ITEM – *[Ronda]* Meet with Kathleen Rakela re: the handling of the complaint concerning statues.
   ACTION ITEM – *[Ronda]* Present an update for the complaint procedure proposal
   ACTION ITEM – *[David]* Status report on attorney letter to Hansard.

   4.4.2 New Business
   Revisit Dog Issue from March 2004 GLA Board Meeting.
   Everett Johnston letter, dated 11/10/04, re: issues included in his 10/1/04 letter.

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Complaint: E. Schieffelin: re: Excessive Vehicles on 38-A (NG)

4.5 Land Use Master Plan Committee Report – Laura Boise, Orlando Johnson, Charlotte Mizzi, and David Tonkin

4.5.1 Old Business

ACTION ITEM – *[Charlotte]* Status report

4.5.2 New Business

4.6 Recreation Committee Report – Janet Naclerio (Chair), Laura Boise, Edwin Johnson & Edward Anderson (alternate)

[Janet] Status report on PVRC activities

4.6.1 Old Business

ACTION ITEM – *[Janet]* Obtain articles of incorporation

ACTION ITEM – *[David]* Status report of fact finding committee re: issues included in Robert Wallace letter, dated 10/31/04

ACTION ITEM – *[David]* Status of P. Gelderloos' request for bank statements

4.6.2 New Business

4.7 Web Site Committee Report - Edward Anderson, Chair

4.7.1 Old Business

4.7.2 New Business

4.8 Ombudsman Report – Jeanie Campbell (SG) & Penelope Price (NG)

5. Other Business

5.1 Shelter Insurance

ACTION ITEM – *[Orlando]* List of points to consider regarding shelter insurance

5.2 Including Parcels in GLA

ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. Open Floor Comment Period

7. Next Meeting (March 7) and Adjournment

(Note: If the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda at the beginning of same meeting).

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rec'd 2/7/05

02/07/05

Glastonbury Landowners Association, Inc.
Balance Sheet Standard
As of February 7, 2005

	Feb 7, '05
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	28,378.41
1st National Bank Savings	7,749.36
Total Checking/Savings	36,127.77
Accounts Receivable	
Accounts Receivable	113,763.73
Total Accounts Receivable	113,763.73
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	149,318.00
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**149,319.00**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	227,330.70
Total Long Term Liabilities	227,330.70
Total Liabilities	227,330.70
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-227,419.49
Retained Earnings	62,339.36
Net Income	75,251.92
Total Equity	-78,011.70
TOTAL LIABILITIES & EQUITY	**149,319.00**

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2/7/05

February 7, 2005

Glastonbury Landowners Association, Inc.
Income & Expense
January 1 through February 7, 2005

	Jan 1 - Feb 7, '05
Income	
A. General Income	
4. Sanitation Bond Account	250.00
7. Application Fees	50.00
Total A. General Income	300.00
B. Assessments	
07. Dwelling Assessment 2003	26.00
08. Dwelling Assessment 2004	188.00
09.Golden Age Village Assess	6,027.00
14. Land Assessment 2002	20.00
15. Land Assessment 2003	306.20
16. Land Assessment 2004	1,448.29
17. Dwelling Assessment 2005	9,397.89
18. Land Assessment 2005	17,970.79
Total B. Assessments	35,384.17
C. Late Fees/Finance Charges	
1. Finance Charges	137.90
2. Five Percent Penalty	12.05
Total C. Late Fees/Finance Charges	149.95
Total Income	35,834.12
Expense	
A. Business Expenses	
3. Licenses	36.00
7. Taxes	69.94
Total A. Business Expenses	105.94
B. Office Expense	
2. Postage	100.00
3. Office Supplies	230.18
Total B. Office Expense	330.18
C. Professional Fees	
1. Accountant	105.00
2. Bookkeeper	450.00
3. Legal Council	
3.1 PVRC	288.75
Total 3. Legal Council	288.75
7. Web Site	9.95
Total C. Professional Fees	853.70
D. Road Repairs & Maintenance	
3. Road Grading	3,971.50
4. Snow Removal	
4.1. Snow Plowing	1,886.03
4.2. Sanding	446.53
4.4 Materials, sand	351.00

	Jan 1 - Feb 7, '05
Total 4. Snow Removal	2,683.56
Total D. Road Repairs & Maintenance	6,655.06
F. Misc. Projects	
1. Snow Plow/Sander Truck	765.00
4. Recreation Area	50.20
Total F. Misc. Projects	815.20
H. Discount	426.91
Total Expense	9,186.99
Net Income	**26,647.13**

GLA 01827

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Read 2/7/05

Draft/Not Sent

Glastonbury Landowners Association, Inc.

February 2, 2005

Bank of the Rockies
307 Story Road
Emigrant, Mt. 59027
406-333-9009

Dear Cindy,

RE: PVRC AKA Recreation Center checking account # 1301365

This checking account was opened by Jim Phipps the previous Glastonbury Treasurer to begin an account for donations to this project.

The GLA assigned a subcommittee to formulate proposals for the development of this recreation land.

The subcommittee was not given independent authority to act. They were only to report monthly on the progress of their ideas. However, there is evidence that they are overstepping their charter and are using this checking account and collecting and/or disbursing GLA funds they have no authority to spend.

As treasurer of the GLA I am obligated to monitor all financial activities of the GLA and call any irregularities or unauthorized activity to the attention of the Board of Directors of the GLA. In line with this responsibility, and the absense of the President of the GLA, I request that you freeze the PVRC checking account until notified by the President of the GLA, Mr. James Kozlik and myself, as to what action the Board of Directors of the GLA will persue.

Thank you for your attention to this matter.

Cynthia Blocker
GLA Treasurer

copy

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February 8, 2005

Craig Lannes
P. O. Box 254
Emigrant, MT 59027

Re: Lannes (Lot 53-B) vs. Johnson (Lot 54-A) Complaint

Dear Craig:

The GLA Board understands that Edwin Johnson will remove the easement between Tract 54 and Lot 53-B from the Certificate of Survey plat map, will move the driveway to tract 54-C onto parcel 54 and obtain a permit from Park County for the location of where the new driveway enters Dry Creek Road and adhere to the GLA Covenants in developing Lot 54.

We will await the outcome of these actions to make a determination as to whether or not there is any reason the GLA Board of Directors should be involved in your complaint against Edwin Johnson. I will keep you informed and updated on the progress of this action.

Sincerely,

Ronda Alexander
Vice President
Complaint Committee Chairperson

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rec'd 2/7/05

STATE OF MONTANA

ARTICLES *of* INCORPORATION
for DOMESTIC NONPROFIT CORPORATION
(35-2-213, MCA)

MAIL: **BOB BROWN**
Secretary of State
P.O. Box 202801
Helena, MT 59620-2801
PHONE: (406)444-3665
FAX: (406)444-3976
WEB SITE: *sos.state.mt.us*

Prepare, sign, submit with an original signature and filing fee.
This is the minimum information required.

(This space for use by the Secretary of State only)

Filing Fee: $20.00
☐ **Priority Filing Add $20.00**

Executed by the undersigned person for the purpose of forming a Montana nonprofit corporation.

1. The name of the Nonprofit Corporation is: Paradise Valley Recreation Center

2. The name and address of the registered office/agent in Montana:
Name: Powel Belde-loos
Street Address: #20 Venus way Emigrant MT 59027.
Mailing Address: PO Box 120.
City: Emigrant MONTANA, Zip Code: MT 59027
Signature of Agent **(Required)**:

3. The name and address of the incorporator is as follows:
Name: Powel Belde-loos
Address: PO Box 120.
City: Emigrant State: MT Zip Code: 59027.

4. The Nonprofit Corporation ☒ **WILL** have members ☐ **WILL NOT** have members.

5. This Nonprofit Corporation is a (check one):
☒ **Public Benefit Corporation**
☐ **Mutual Benefit Corporation**
☐ **Religious Corporation**

6. Upon dissolution, the assets shall be distributed in the following manner:
No assets will be distributed upon dissolution, but all assets will be put under dominion of our local Landowners association.

Signature of Incorporator Date 10-18-04.

- **All information provided, including names and addresses of officers and directors, will be made available on the Secretary of State's web site or upon request.**
- **There are important legal and accounting implications with respect to this corporation action. Suitable legal and accounting advice should be secured before submission. The Secretary of State's office encourages that such advice be sought prior to filling out forms to be sure that you understand the terms and procedures.**

GLA 01830

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STATE OF MONTANA

335179

Prepare, sign, submit with an original signature and filing fee.
This is the minimum information required.

(This space for use by the Secretary of State only)

Filing Fee: $20.00

☐ Priority Filing Fee Add $20.00

APPLICATION *for* REGISTRATION
or RENEWAL *of* ASSUMED BUSINESS NAME
(30-13-203) and (30-13-206) MCA

MAIL: **BOB BROWN**
Secretary of State
P.O. Box 202801
Helena, MT 59620-2801
PHONE: (406)444-3665
FAX: (406)444-3976
WEB SITE: *sos.state.mt.us*

PLEASE CHECK ONE BOX:
☐Registration of ABN (30-13-203, MCA) $20.00
☐Renewal of ABN (30-13-207, MCA) $20.00

1. The Assumed Business Name is: PARADISE VALLEY Recreation Center

NOTE: An applicant for an assumed business name may not use a business name identifier that incorrectly states the type of entity that it is or incorrectly implies that it is a type of entity other than the type of entity that it is.

2. The description of the business transacted under the Assumed Business Name: provide recreation facilities for youth and all things otherwise permitted under the laws in Paradise Valley.

3. The date the applicant first used the assumed business name (Mo\Day\Yr): 08—15—03

4. The applicant is (check one and complete where appropriate):
☐A Corporation
☐A Limited Liability Company
☒Association (Attach the names and addresses of members) nonprofit
☐An Individual
☐Limited Liability Partnership (Attach the names and addresses of partners)
☐A Partnership (Attach the names and addresses of the partners or write below) _____

5. The name and address of the applicant are as follows:
Name: Paradise Valley Recreation Center
Address: P.O. Box 120
Zip Code: Emigrant, MT 59027

I, HEREBY SWEAR AND AFFIRM, under penalty of law, that the facts contained in this Application are true.

Signature of Applicant: Samuel Calde-Lou Date: 8-8

RECEIVED
2003 AUG 26 AM 8:18
BUREAU OF BUSINESS AND GOVERNMENT SERVICES
HELENA, MONTANA

NOTE: There are important legal and accounting procedures and implications with respect to this corporate action. Suitable legal and accounting advice should be secured before submission. The Secretary of State's office encourages that such advice be sought prior to filling out forms to be sure that you understand the terms and procedures.

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rec'd 2/7/05

PARKLAND DEDICATION AGREEMENT

Park County, Church Universal and Triumphant, Inc., and Glastonbury Landowners Association, Inc.
Parcel No. 16A of Certificate of Survey No. 1729

This Agreement, signed this _____ day of May, 2002, between Park County, Church Universal and Triumphant, Inc., a Montana nonprofit corporation, of 1 East Gate Road, Gardiner, Montana 59030 (hereafter "Church"), and the Glastonbury Landowners Association, Inc., a Montana nonprofit corporation, Post Office Box 1686, Emigrant, Montana 59027 (hereafter "GLA").

WHEREAS, the Church intends to transfer by warranty deed to the GLA the ownership of Parcel No. 16A, of Certificate of Survey 1729 on file and of record in Park County, Montana; and

WHEREAS, transfer of this parcel is expressly for the purpose of providing land for the community recreation and sports activities within the Community of Glastonbury; and

WHEREAS, this parcel will be used for soccer fields, baseball fields, playground and other recreational and sports activities designated by the GLA for the benefit of the residents of Glastonbury and the surrounding Emigrant area; and

WHEREAS, the property adjoining Parcel No. 16A, on Certificate of Survey No. 1729, on file and of record in Park County, Montana is delineated as "Reserved Land" and designated as the North Glastonbury Village Center by the Glastonbury Land Use Master Plan (presently in draft form); and

WHEREAS, prior to development of this "Reserved Land" the development plans may be subject to review and approval as a major subdivision by Park County;

THEREFORE, the parties agree as follows:

Park County will accept Parcel No. 16A as satisfying 20.261 acres toward the dedication of parkland as required by the Park County Subdivision Regulations in effect at the time of the proposed development of said "Reserved Land" or any portion thereof and may be submitted for review and approval as a major subdivision development provided the following conditions are met:

1. Parcel No. 16A is transferred from the Church to the GLA free and clear by warranty deed, subject to the following normal encumbrances:

   a. General taxes and assessments for the period after the date hereof.
   b. Covenants, conditions, restrictions, servitudes, limitations, terms, provisions, liens, charges, regulations, reservations and burdens of record or in existence on the date hereof, including, but not limited to, those contained within the Restated Declaration of Covenants for the Community of Glastonbury, recorded on September 30, 1997 in Roll 124, Pages 548-653, at the Office of the Park County Clerk and Recorder, Livingston, Montana, together with any and all amendments, additions and extensions thereto and assignments thereof (the "Restated Declaration of Covenants").
   c. Easements and rights-of-way of record or in existence on the date hereof, including, but not limited to, those contained within or shown on the Restated Declaration of Covenants and on Certificates of Survey Nos. 615-A, 883, 1173, 1729 and the Golden Age Village at Glastonbury North mobile home park Plat 715, Certificate of Survey 1529, on file and of record in the Office of the Park County Clerk and Recorder, Livingston, Montana.
   d. The Grantor's reservation of all oil, gas, coal, hydrocarbons, minerals, mineral rights, geothermal water and energy, surface water and water rights, as is contained in the Restated Declaration of Covenants and which are hereby expressly excepted and reserved, together with other mineral and royalty reservations or conveyances of record.

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e. All building, use, zoning, sanitary, subdivision and environmental regulations and restrictions of government agencies.

f. Reservations and exceptions in federal patents and state deeds, if any.

2. The GLA develops Parcel No. 16A solely for community recreation and sports activities.

3. The GLA continues to maintain improvements constructed upon this parcel in a condition useful to the community, and constructs additional facilities as such needs may arise within the community and money is raised to fund said construction.

This Agreement shall be governed by the laws of the State of Montana and the regulations of Park County.

This Agreement shall not be changed as to content without the approval of the Park County governing body.

In recognition of their acceptance of the Agreement, the parties set their hands the day and date first written above.

Park County Commissioners

Ed Schilling, Chairman

Dan B. Gutebier, Member

Attest for Content

Tara DePuy, County Attorney

Ed Carrell, Member

Church Universal and Triumphant, Inc.

By: Kathleen A. Gordon

Kathleen A. Gordon, President

ATTEST:

Therese C. Baures

Therese C. Baures, Assistant Secretary

STATE OF MONTANA)
:ss
COUNTY OF PARK)

On this 3rd day of May, in the year 2001, before me, a Notary Public for the State of Montana, personally appeared KATHLEEN A. GORDON, known to me to be the President of the corporation that executed the within instrument and acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

Barbara C. Hopkins

Notary Public for the State of Montana
Residing at Gardiner, Montana
My commission expires on 1-10-2004

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rcd 2/7/05

Glastonbury Landowners Association, Inc.

By: _____
David Tonkin, President

ATTEST
_____
Philip Hoag, Secretary

STATE OF MONTANA)
:ss
COUNTY OF PARK)

On this 24 day of May, in the year 2001, before me, a Notary Public for the State of Montana, personally appeared DAVID TONKIN, known to me to be the President of the corporation that executed the within instrument and acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

_____
Notary Public for the State of Montana
Residing at Cardwell Montana
My commission expires on 1-10-2004

BARBARA C. HOPKINS NOTARIAL SEAL STATE OF MONTANA

STATE OF MONTANA)
:ss
COUNTY OF PARK)

Filed for record this _____ day of _____, A.D., _____, at _____ o'clock _____ M.

Recorded in Roll _____, Pages _____. Document No. _____

_____ By: _____
County Clerk and Recorder Deputy

Recording Fee: $_____ Return to: _____

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rec'd 2/7/05

AGREEMENT

THIS AGREEMENT, entered into on the _____ day of May, 2002, between PARK COUNTY, by and through its duly elected County Commissioners, CHURCH UNIVERSAL AND TRIUMPHANT, INC., and GLASTONBURY LANDOWNERS ASSOCIATION, INC;

RECITALS:

1. The parties entered into a Parkland Dedication Agreement dated July 11, 2001, which Agreement was recorded on the 12th day of July 2001, in Roll 161, Pages 1-3, records of Park County, Montana.

2. Pursuant to said Parkland Dedication Agreement, Parcel No. 21 of Certificate of Survey No. 615 was transferred to Glastonbury Landowners Association, Inc., and reserved for community recreation and sports activities.

3. Glastonbury Landowners Association, Inc. desires to transfer Parcel No. 21 of Certificate of Survey No. 615 back to Church Universal and Triumphant, Inc. in exchange for Parcel No. 16A, Certificate of Survey No. 1729.

4. The parties desire to withdraw Parcel No. 21, Certificate of Survey No. 615, from the restrictions imposed by the Parkland Dedication Agreement and substitute Parcel No. 16A, Certificate of Survey No. 1729 in its place.

5. The parties desire to withdraw Parcel No. 21, Certificate of Survey No. 615, from the restrictions imposed by the Restated Declaration of Covenants for the Community of Glastonbury, recorded in Roll 124, Pages 548-653.

NOW THEREFORE, IT IS AGREED, as follows:

6. The Parkland Dedication Agreement dated the 11th day of July,, 2001, recorded in Roll 161, Pages 1-3, is hereby amended to delete Parcel 21, Certificate of Survey No. 615, and to substitute therefore Parcel 16A, Certificate of Survey No. 1729, which parcel shall hereafter be subject to the provisions of the Parkland Dedication Agreement.

7. Parcel No. 21 of Certificate of Survey No. 615, is hereby withdrawn from the Restated Declaration of Covenants for the Community of Glastonbury, dated September 26, 1997, recorded in Roll 124, Pages 548-653, and the said parcel is no longer subject to the restrictions imposed by said Covenants.

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IN WITNESS WHEREOF, the parties hereto have set their hands and seals, the day and year first above written.

PARK COUNTY

By: _____
Ed Schilling, County Commissioner

By: _____
Dan B. Gutebier, County Commissioner

By: _____
Ed Carrell, County Commissioner

CHURCH UNIVERSAL AND TRIUMPHANT, INC.

By: Kathleen A. Gordon Pres.
Kathleen A. Gordon, President

ATTEST:
By: Therese C. Baures
Therese C. Baures, Assistant Secretary

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

By: _____
David Tonkin, President

ATTEST:
By: _____
Philip Hoag, Secretary

STATE OF MONTANA)
: ss.
COUNTY OF PARK)

THIS INSTRUMENT was acknowledged before me on this _____day of May 2002, by ED SCHILLING, DAN B. GUTEBIER and ED CARRELL, Park County Commissioners, on behalf of Park County.

_____
Notary Public for the State of Montana
Residing at
My commission expires _____

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rcvd 2/7/05

THIS INSTRUMENT was acknowledged before me on this 3rd day of May 2002, by KATHLEEN A. GORDON and THERESE C. BAURES, as President and Assistant Secretary, respectively, of Church Universal and Triumphant, Inc.



Barbara C. Hopkins
Notary Public for the State of Montana
Residing at Gardiner, MT
My commission expires 1-10-2004

STATE OF MONTANA)
:ss.
COUNTY OF PARK)

THIS INSTRUMENT was acknowledged before me on this 24 day of May 2002, by DAVID TONKIN and PHILIP HOAG, respectively, as President and Secretary of Glastonbury Landowners Association, Inc.



Barbara C. Hopkins
Notary Public for the State of Montana
Residing at Gardiner, MT
My commission expires 1-10-2004

STATE OF MONTANA)
: ss.
COUNTY OF PARK)

Filed for record this _____ day of _____, A.D., at _____ o'clock: _____M.
Recorded in Roll _____, Page _____.

_____ By _____
County Clerk & Recorder Deputy

Fee Paid _____ Return to: _____

GLA 01837

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recd 2/7/05

The Summit Lighthouse® and Church Universal and Triumphant®

OFFICE OF THE PRESIDENT

August 7, 2001

Glastonbury Landowners Association
c/o The Treasurer
P. O. Box 312
Emigrant, MT 59027

Dear friends of the Glastonbury Landowners Association,

It is with much joy that we present to you this donation in the amount of $2,000 for recreational facilities for the children and youth in your community. We thank each one who has continued to care for and support them.

We also send our gratitude for your continued support of our Beloved Messenger, and for your service to this mission of the Great White Brotherhood, on this day, the 43rd Anniversary of The Summit Lighthouse. God bless you abundantly.

With warmest regards,

Kenneth E. Frazier Neroli Duffy Kate Gordon

Kenneth E. Frazier Neroli Duffy Kate Gordon
Presidents of The Summit Lighthouse and Church Universal and Triumphant

:jmm

encl.: check #110155, $2,000.00

P.O. Box 5000, Corwin Springs, Montana 59030-5000
Phone: 406-848-9200 Fax: 406-848-9544

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rec'd 4/7/05

Church Universal and Triumphant®

BUSINESS OFFICE

March 8, 2002

Dear Residents of Golden Age Village, North Glastonbury and South Glastonbury:

We hope all of you are doing well this winter! We are all looking forward to the first signs of spring, but only after we have enough snow and moisture to break the three-year drought. Thank you all for your prayers and support in this dynamic group action.

Many exciting things are happening in our organization and Church now. You may have heard about some proposed changes with regard to the North Glastonbury reserve land. The Church Board of Directors seeks your comments and input on the proposed changes which are discussed in this letter.

During the month of February, members of the boards of Thomas More School, the North Glastonbury Teaching Center, the Glastonbury Landowners Association (GLA), representatives of Golden Age Village and the Church met to discuss the preliminary request of Thomas More School to purchase a parcel of the North Glastonbury reserve land for building a permanent school building.

At the meetings the board members of Thomas More School shared their vision and dreams for the future of the school and a high school academy. It was very exciting! The enclosed map shows the parcel that the school would like to purchase. It is the "circle" parcel of land created by the boundary of the roads to the east of Golden Age Village. The discussion is in its preliminary stages. More information will be coming to you as the discussions unfold.

If you have any comments, pro or con, on the subject, please use the attached comment page and return it to the Church's Business Office.

As our deliberations unfolded, the location of the dedicated parkland deeded to the Glastonbury Landowners Association came under discussion. On the enclosed map you will see the current location of the dedicated parkland and the proposed change that is being considered. The participants of this meeting considered the possibility of future development of a community center and church building on the Teaching Center land. With the possibility of building a school facility on the land just south of the Teaching Center land, the question arose as to whether the residents would prefer to have the dedicated parkland closer to both of these facilities.

P.O. BOX 5000, GARDINER, MONTANA 59030-5000
PHONE: 406-848-9200 • FAX: 406-848-9508

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The proposal for changing the GLA dedicated parkland parcel is now being considered by the Church Board. The new dedicated parkland parcel would be at the north east corner of Aries and Sirius Drive, as shown on the map. The participants in the meeting considered several ideas regarding this proposed swap. One is that the new parcel (parcel 16B) is better suited for recreation because it is a flatter parcel for playing fields. This would mean less need to move earth and change the natural lay of the land. The proposed parcel would be closer to possible future school, church and community buildings for easier access by children and adults. In a sense it seems to provide for the potential of a nice central hub of activity for the community. One final feature is that there would be a green/park area in the center of the church, school and reserve land. Many towns have been built around this concept with a "village green" in the center of the town. With this change we would have 20 acres of parkland at the center of any future village center.

The Church Board members would like to hear from you on the proposal to change the location of the dedicated parkland. And, if you have any comments about the proposal of the Thomas More School to purchase a parcel from the Church, we would like to hear those also.

Your thoughts and input are valued. In order to facilitate receiving your comments, there will be a two-week comment period from now until Friday, March 22, 2002. You may submit your comments by writing them on the attached form and mailing or faxing them to the Business Office of the Church. The address and fax number are on the form.

There will also be a "drop-in" hour at the North Glastonbury Teaching Center on Saturday, March 16th, from 2:00 to 3:00 p.m. Representatives of the Church and the GLA will be present to answer any questions you might have about the proposal to move the dedicated parkland. You may also bring your comment sheets to us at that time.

Thank you so much for all that you do for the communities of North and South Glastonbury. You have held the flame for Saint Germain and El Morya for all of these years. Your constancy is surely appreciated by the heavenly hosts. We at the South Ranch know your prayers and support help hold the balance for all of us as we move forward and navigate our way through the end of one age and the beginning of a new one.

We wish each of you God Victory on your path individually and as a community.

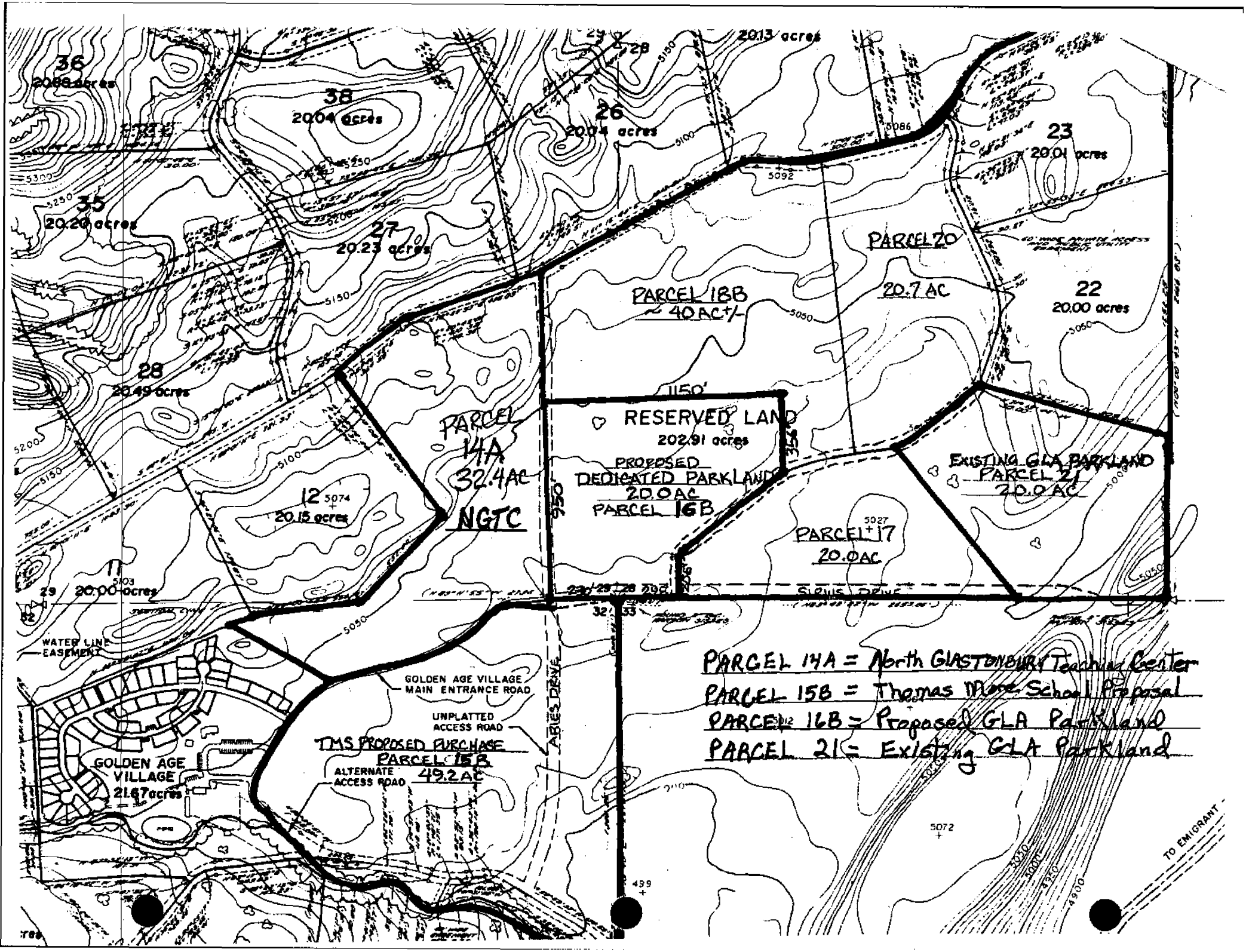
Sincerely,

Judith A. Filbert

Judith A. Filbert
Business Manager

Enclosure

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rec'd 2/7/05

3/7/02

COMMENT FORM FOR NORTH GLASTONBURY RESERVE LAND PROPOSED CHANGES

Please write your comments below and mail or fax to the Business office of Church headquarters. Use the back side if needed.

Mail to: Business Office – CUT
Box 5000
Gardiner, MT 59030

Fax to: (406) 848-9508

There will be a "drop-in hour" at the North Glastonbury Teaching Center on Saturday, March 16th, 2:00 to 3:00 p.m. Representatives from the Church and the GLA will be present to answer questions.

COMMENTS:

1) On Proposed swap of recreation parcels from current Parcel 21 to proposed Parcel 16B. (See Map)

2) Comments on preliminary proposal of Thomas More School to purchase land from the Church for a permanent building site. (Parcel 15B - See Map)

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

March 7, 2005

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by James Kozlik at 6:55 p.m., at Golden Ratio Woodworks. Charlotte gave the opening prayer.

PRESENT: James Kozlik (President), Ronda Alexander (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Allysa Angelis Allen, Laura Boise, Edwin Johnson, Orlando Johnson, Charlotte Mizzi, David Tonkin

ABSENT: Joanna Snyder

PROXIES: Joanna to Ronda

ALSO ATTENDING: Denise Orr (GLA administrative secretary) and Kathleen Rakela (Landowner).

a. Protocol:

James Kozlik and Ronda referenced "Flowchart for Committee Chairpersons to present agenda items to the GLA Board."(attached) and a 10 page document entitled "Survival Tips on Robert's Rules of Order." (attached) which were sent to Board members prior to the meeting. They reviewed the following items from these documents concerning Board meetings and agendas.

- Committee Flow Chart (see attached)
- BOD (Board of Director) Discussions – stay focused on observing and hearing the facts
- By Unanimous Consent. (Page 7 of "Survival Tips on Robert's Rules of Order"). Jim proposed that unanimous consent may be adequate for most Board decisions and save time during meetings. The Board discussed that it may not necessarily be obligated to make as many formal motions as it has been done in the past. David suggested that GLA needs to further research this practice from a legal standpoint..
- Agenda items must be received 15 days prior to meeting to be on agenda; after that bring agenda items to meeting
- Agenda final once distributed
- Further discussion/future agenda items during Open Floor Comment Period (#6 on Agenda)

2. **Reading and Disposition of the Minutes.**

a. November 1, 2004. Denise will again send copies to Board members who were present at that meeting and ask them to vote on final approval prior to the next meeting.

b. January 10 & 17th, 2005

MOTION: Edwin motioned and Ronda seconded to approve the combined January 10 & 17th meeting minutes as amended. **Motion carried.** (1 abstention from Charlotte, who wasn't present at these meetings.)

c. February 7, 2005 Meeting Minutes

MOTION: David motioned and Ronda seconded to approve the February 7, 2005 meeting minutes as amended. **Motion carried.**

3 **General Business**

3.1 Old Business

a. Elect chairperson for Master Plan Committee. Charlotte reported that she was elected as chairperson at their 2/14/05 committee meeting.

b. Status list of all motions. Denise reported these are in process and that she will be speaking to Rudy concerning how they might be placed on our database for Board access.

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Approved: 04 04 05

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c. **Status of Robert's Rules of Order**. Handout. Ronda and James Kozlik sent this document entitled "Survival Tips on Robert's Rules of Order" to all Board members prior to the meeting. (see attached) She requested that the Board send her their comments concerning what rules they would like to see followed so that she can compile a list of meeting norms.

d. **Status of Nov. 13, 2004 Annual Meeting Minutes.** Denise reported these were in process and will be distributed at April 4, 2005 meeting.

3.2 New Business. None

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer. .
Note: March 7 was officially the last day of Cynthia's term as Treasurer.
Cynthia distributed the following (attached): "Balance Sheet Standard as of March 6, 2005; :"Income & Expenses, January 1 through March 6, 2005"; "The GLA deposit history for 2003, 2004 and part of 2005"; "February 2005 Bank Transactions-Prepared Mar 05 2005" and "Average Income over last three Years" (Deposits 2000-2002). She announced that GLA has collected 80% of this year's income.

4.1.1 Old Business

a. Clarification of PVRC Bank Account: James reported that the Bank informed him that when Jim Phipps originally set up this account it was a separate association account and the Bank didn't require GLA approval. The current signers on this account are Janet Naclerio, Pouwell Gelderloos and Patricia Braveheart. The Board agreed to further review this matter when Phase 1 Committee submits a report.

b. Cynthia Resigning/Replacement/Transition: Ronda reported that she reviewed the duties of Treasurer with Joanna Snyder and Joanna stated she would be willing to take on this role with the Denise's assistance in processing liens and handling database input. Joanna will step down from her position as Chair of the Roads & Weeds Committee.
MOTION: Ronda motioned and Charlotte seconded to approve Joanna Snyder to fill the role of GLA Treasurer which has been vacated by Cynthia Blocker. **Motion carried.**

c. Replacement of Cynthia Blocker's Board Vacancy & Joanna Snyder's Chair Vacancy on the Road and Weed Committee: Board discussed various options for filling these vacancies. Ronda reported that she and James Kozlik spoke to James Trisdale (a former GLA Board member and former Co-Chair of the Road & Weed Committee) who stated he would be interested in filling these positions.
MOTION: Ronda motioned and Edwin seconded to ask James Trisdale if he would replace Cynthia Blocker as an outgoing Board member and Joanna Snyder as the outgoing Chair for the Road & Weed Committee.
Discussion: Orlando proposed that the Board may be obligated to the landowners to advertise for these vacancies. The Board discussed the fact that it had the authority to approve a new Board member in these circumstances and that the time and expense of advertising would not be practical.
Motion carried. (One abstention)

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4.1.2 New Business.

a. **Set-up New Bank Account for GLA Recreation Committee.** The Board confirmed that Phase 1 & 2 Committees will make their recommendations before action is taken concerning a new account.

b. **2005 Budget** – James & Ronda
James & Ronda asked Committee Chairs to refer to the 2004 budget (temporarily approved for 2005) and to make their recommendations to James and Ronda by March 19, 2005. Committee chairs need to consider the following costs in their budget recommendations:

- Architectural Committee: Architectural fee schedule
- Road & Weed Committee: Proper equipment for knocking down weeds; cost study for Truck/Plow for NG
- Recreation Committee: budget for future needs
- Master Plan: budget for future needs
- Complaint Committee: budget for future needs
- Website Committee: budget for future needs
- Welcome Committee: budget for future needs

Lien on Parcel 48 (NG) Kenneth Green: Cynthia reviewed that this parcel went through foreclosure and the county has divided it into three (3) lots. This division was not brought to the GLA Board for approval. The mortgage company took back the property and did a quick-claim deed to Blue View Corporation (San Diego) for two of the lots. Ansara Ali owns the third lot. The Board discussed handling this situation and reviewed that Park County doesn't honor a lien if it is not in the name of the owner.
MOTION: David motioned and Charlotte seconded to release Ken Green's lien on Parcel 48 (NG) and place a lien on all three tracts of 48 (NG), namely the two lots owned by Blue View Corporation and the one lot owned by Ansara Ali. **Motion carried.**
The Board further agreed that GLA will only send the letters informing each owner of the lien; it will not send the usual warning notification letters.

4.2 Architecture Subcommittee Report: Allysa Allen (Chair), Laura Boise

4.2.1 Old Business. Tabled.

a. Review revised proposal for Architectural Fee Schedule – (include with budget process)
b. Status of Paul Rantallo cargo units
c. Johnston's gate related letters

4.2.2 New Business

a. Dennis & Wendy Riley, Lot 38-1B (SG)/Application for preliminary approval of home w/garage. Alyssa reported that she visited the site with Rich Spallone, the contractor, and reviewed the application with him.
MOTION: Alyssa motioned and David seconded to approve Dennis & Wendy Riley's application for a home w/garage on Lot 38-1B (SG) with the conditions that: (1) the necessary septic permit is obtained prior to septic system construction; (2) the necessary electrical permit is obtained prior to starting electrical work; (3) the disturbed land be reseeded after construction; and (4) the $250 sanitation bond is received by the GLA. **Motion carried.**

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Approved: 04 04 05

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b. Philip & Carol Hanifan, Lot 61 (SG)/ Application for preliminary approval of residential construction. Alyssa reported that she met with David and Rich Spallone, contractor, at the site. Although portions of the driveway may not completely meet GLA road standards, they felt that the construction was the best that could be done on a steep driveway. **MOTION:** Alyssa motioned and Cynthia seconded to approve Philip & Carol Hanifan's application for preliminary approval of residential construction on Lot 61 (SG) with the conditions that: (1) the necessary septic permit is obtained prior to septic system construction; (2) the necessary electrical permit is obtained prior starting electrical work; and (3) the disturbed land be reseeded after construction. **Motion carried.**

4.3 Road & Weed Committee Report, Joanna Snyder (Chair)

4.3.1 Old Business. Tabled.

a. Install guard posts around High South fire fighting water tank
b. Status of removing rock pile above culvert Rantallo
c. Road Maintenance/Improvement Report – include in budget process
d. Status: hiring/insurance Richard Mead

4.3.2 New Business.

a. Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG). Tabled.
b. Cost study for Truck/Plow for NG – include in budget process. Tabled.
c. Proper equipment for knocking down weeds – include in budget process. Tabled.

d. **New Chair for Road and Weed Committee, Joanna Snyder (Chair).**
Joanna withdrew from her chair position on the Road and Weed Committee to fill the Treasurer position. (See details above, page 2 under "Report of Officers & Committees," Old Business, 4.1.1., c)
MOTION: Ronda motioned and Edwin seconded to ask James Trisdale to replace Cynthia Blocker as an outgoing Board member and Joanna Snyder as the outgoing Chair for the Road & Weed Committee. **Discussion:** Orlando proposed that the Board may be obligated to the landowners to advertise for these vacancies. Board discussed the fact that it had the authority to approve a new Board member in these circumstances and that the time and expense of advertising would not be practical.
Motion carried. (One abstention)

David Tonkin stated that he would not officially be a part of the Road & Weed Committee, but that he would be willing to assist James Trisdale when needed.

4.4 Complaint Committee Report: Ronda Alexander (Chair), Cynthia Blocker and Joanna Snyder.

4.4.1 Old Business

a. **Update on Craig Lannes' complaint re: Lot 54-A (SG).** Ronda reported that she sent a letter to Craig and that this complaint is officially closed. (see attached letter)

b. **Update on Roger Zeman's complaint re: Lot 33 (NG).** Ronda reported that the Mansaws have stated they are pulling together a plan with other Lot 33 (NG) landowners to determine how they might correct the encroachments on Zeman's property. Board discussed and agreed to send Zeman a letter stating that the GLA has not yet found any records regarding the issues involved in his

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complaint and it believes that we need to do further research. Jim will draft the letter and send to Denise to mail to Roger. Copy of letter should be sent to owners of Lot 33 (NG).

c. **Status report on attorney letter to Hansard.** David reported that he sent to Ronda a draft of a letter to be sent (or already sent?) to our attorney, cc'd to Brettschnieder (complainant).

d. **Revisit dog issue from March 2004 GLA Meeting.** The Board agreed to permanently table.

e. **Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter.** Tabled. Ronda will discuss with David and Alyssa.

f. **E. Schieffelin complaint re: excessive vehicles on 38-A (NG).** Ronda reported that she spoke to Eleanor and that Eleanor is satisfied to know that we are in the process of revising our complaint procedures and that this will affect how we ultimately handle her complaint.

g. **Status of parcel 32 (NG)/Kathleen Ullrich clean-up.** David reported that he visited Kathleen's property two weeks ago and that perhaps 50% of the agreed upon clean-up was completed. Cars still need to be removed. Most of her items on Edward Anderson's property are removed. The shed Kathleen built is not in accordance with the plans that GLA approved and the GLA needs to send a notice of disapproval. Buried drums under Kathleen's house will eventually settle and destroy the back of her house; this is a cause for serious concern. David reviewed that Kathleen signed a clean-up plan agreement that stated she agreed to allow the GLA to remove her debris if she did not do so by December 31, 2004. Her agreement also included the tearing down of the second story of her house if she did not correct the safety hazards, etc., by the end of March 2005. David stated that he was withdrawing from handling this situation and would meet with Ronda to transfer the responsibility to her. Edward agreed to work with Ronda to initiate a community clean-up of Kathleen's property.

h. **Meet with Kathleen Rakela re: the handling of the complaint concerning her statues -get clarification from the Board. Tabled.**

4.4.2 New Business

a. **Proposal: Complaint Procedure.** Ronda reported that she has had a meeting with Board members and the Ombudsman and will be presenting a proposal in the future.

b. **New e-mail letter from Kathleen Rakela, dated 2/28/05, requesting the GLA to release the statue petition *with signatures*.** Last month, the GLA released the statue petition *without* the names to Kathleen based on our attorney's approval. Ronda reviewed with Kathleen that our attorney had previously advised the GLA not to release the petition *with the names*. Rakela expressed that she and her family have been burdened during the last couple of years by what she believes the petition signers have perceived about her family and stated that she wanted the names so that she could personally contact the individuals to clear up any misunderstanding. She also stated that the "artwork" that she "put up" on her property "was a protest because of breach of contract." (no further details explained) The Board discussed this matter with Kathleen. Denise suggested that perhaps the Board may want to maintain the confidentiality of the signers by

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forwarding a letter from Kathleen to the signers.
MOTION: Ronda motioned and Charlotte seconded to contact our attorney requesting his opinion about releasing the statue petition with names to Kathleen Rakela or if he would suggest another alternative. Motion carried.

4.5 Land Use Master Plan Committee Laura Boise, Orlando Johnson, Charlotte Mizzi, David Tonkin
4.5.1 Old Business
Chairperson Elected. The Committee met on 2/14/05 and elected Charlotte as Chair.

4.5.2 New Business. Charlotte reported that the Committee is preparing a proposal to the Board concerning a mailing to landowners to clarify issues with area residents concerning density options 1 and 2 of the Draft Master Plan. The Committee will discuss additional issues with the Board.

4.6 Recreation Committee: Janet Naclerio (Chair)., Laura Boise, Edwin Johnson & Edward Anderson (alternate).

4.6.1 Old Business. Tabled.
a. Status report on PVRC activities.
b. Status of P. Gelderloos' request for bank statements

4.6.2 New Business. No report.

4.7 Web Site Committee: Edward Anderson (Chair). Tabled.
4.7.1 Old Business
4.7.2 New Business

4.8 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG). No report.

5. Other Business
5.1 Shelter Insurance *[Orlando]*. Tabled.
5.1.1. Old Business.
a. List of points to consider regarding shelter insurance

5.1.2 New Business. .

5. 2 Including Parcels in GLA. Tabled.
5.2.1 Old Business,
a. Filing resolution to include parcels 23-A (SG) and 14-A (NG) in Glastonbury

5.2.2 New Business.

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6. Open Floor Comment Period.

a. Agenda items for future meetings (l. and m. below were added)
b. What worked/what didn't; suggestions to improve meeting (Handouts)
c. Meet needs of landowners/Board when unexpected issues delay Board business
d. Volunteer Confidentiality Agreement and Standards
e. Board email communication
f. Options/Cost for Enforcing Covenants
g. Results of Neighborhood Meetings
h. Reassess 18% Assessment Late Fee
i. Should lien "trigger" include interest and late charges
j. Revise Board Election form to include duties and skills needed
k. Transition Plan for new Board Members
l. Mailing of Meeting Notice – added to this list during meeting
m. Robert's Rules of Order – added to this list during meeting.

7. Next Meeting and Adjournment

The meeting was adjourned at 10 p.m. with no further business. The next meeting will be held April 4, 2005 at Golden Ratio Woodworks Cafeteria, 7:00 p.m.

NEW ACTION ITEMS:

GB030705.1	Denise to facilitate approval of November 1, 2004 meeting minutes by next meeting.
GB030805.2	Denise to work on motions and speak with Rudy concerning placement on our database for Board access.
GB030805.3	Board to review "Survival Tips on Robert's Rules of Order" and send comments to Ronda concerning what rules they would like to see followed as norms.
GB030805.4	Denise to complete Nov. 13, 2004 Annual Meeting Minutes and distribute at April meeting.
TR030705.1	Contact James Trisdale regarding his final confirmation to fill in vacancies on the Board.
TR030705.2	Committee Chairs to send 2005 Budget recommendations to James & Ronda by 3/19/05.
TR030705.3	Cynthia/Denise & Pamela to facilitate release of lien on Parcel 48 (NG) Kenneth Green and to file lien on 3 tracts within Parcel 48 (NG). In process.
AR030705.1	Denise & Alyssa complete/mail preliminary approval form for Dennis & Wendy Riley, Lot 38-1B (SG). **Done.**
AR030705.2	Denise & Alyssa complete/mail preliminary approval form for Philip & Carol Hanifan, Lot 61 (SG).**Done.**

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CP030705.1 James to draft letter to R. Zeman (cc to Lot 33 owners) and send to Denise to mail. **Done.**

CP030705.2 Research Zeman's complaint: Denise to research subdivision application for Lot 33.**Done.** Ronda research?

CP030705.3 Ronda to speak to David and Alyssa regarding E. Johnston issues.

CP030705.4 David to pass K. Ullrich issue to Ronda for handling.

CP030705.5 Edward to assist Ronda in handling K. Ullrich issue.

CP030705.6 Ronda to contact attorney re: K. Rakela's request for statue petition with signatures.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
March 7, 2005

Report Time	Discuss Time			Respon. Party	Due Date
7	0	1.	**Call to Order, Opening Prayer,**		
			a. Protocol	James	3-7-05
			• Committee Flow Chart (Handouts)	James	3-7-05
			• BOD Discussions – stay focused on observing and hearing the facts	James	3-7-05
			• By Unanimous Consent	James	3-7-05
			• Agenda items must be received 15 days prior to meeting to be on agenda; after that bring agenda items to meeting	James	3-7-05
			• Agenda final once distributed	James	3-7-05
			• Further discussion/future agenda items during Open Floor Comment Period (#6)	James	3-7-05
10	0	2.	**Reading and Disposition of Minutes**		
			a. November 1, 2004	Board	3-7-05
			b. January 10, 2005	Board	3-7-05
			c. January 17, 2005	Board	3-7-05
			d. February 7, 2005	Board	3-7-05
		3.	**General Business**		
			3.1 Old Business		
2	0		a. Elect chairperson for Master Plan Committee	Committee	2-14-05
3	0		b. Status list of all motions	Denise	3-7-05
2	0		c. Status of Robert's Rules of Order	Charlotte	3-7-05
			• Handouts	James	3-7-05
2	0		d. Status of Nov. 13, 2004 Annual Meeting Minutes	Denise	3-7-05
			3.2 New Business		
0	0		**a. None**		
		4.	**Report of Officers and Committees**		
			4.1 Treasurer's Report		
			4.1.1 Old Business		
3	0		a. Clarification of PVRC Bank Account	James	3-7-05
3	5		b. Cynthia Resigning/Replacement/Transition	Ronda	3-7-05
			4.1.2 New Business		
1	5		a. Set-up New Bank Account for GLA Recreation Committee	James	3-7-05
5	0		b. 2005 Budget – James & Ronda	James	3-7-05
			• Architectural Committee: Architectural fee schedule	Alyssa	3-19-05
			• Road & Weed Committee: Proper equipment for knocking down weeds; cost study for Truck/Plow for NG	Joanna	3-19-05
			• Recreation Committee: budget for future needs	Janet	3-19-05

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Report Time	Discuss Time	4. Report of Officers and Committees (con't)	Respon. Party	Due Date
		4.1 Treasurer's Report (con't)		
		4.1.2 New Business (con't)		
		b. 2005 Budget – James & Ronda (con't)		
		• Master Plan: budget for future needs	Janet	3-19-05
		• Complaint Committee: budget for future needs	Charlotte	3-19-05
		• Website Committee: budget for future needs	Ronda	3-19-05
		• Welcome Committee: budget for future needs	Edward	3-19-05
			Ronda	3-19-05
		4.4 Complaint Committee Report		
		4.4.1 Old Business		
3	0	**a.** Update on Lannes' complaint	Ronda	3-7-05
3	0	**b.** Update on Zeman complaint	Ronda	3-7-05
3	0	**c.** Status report on attorney letter to Hansard	David	3-7-05
1	0	**d.** Revisit dog issue from Mar 2004 GLA Mtg	Cynthia	TBD
2	0	**e.** Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter	Ronda	TBD
1	0	**f.** E. Schieffelin re: excessive vehicles on 38-A (NG)	Ronda	TBD
3	0	**g.** Status of parcel 32 (NG) Ullrich	David	TBD
1	0	**h.** Meet with Kathleen Rakela re: the handling of the complaint concerning statues – get clarification from board	Ronda	TBD
		4.4.2 New Business		
10	5	**a.** Proposal: Complaint Procedure	Ronda	3-7-05
		4.2 Architectural Committee Report		
		4.2.1 Old Business		
0	0	**a.** Review revised proposal for Architectural Fee Schedule – (include with budget process)	Alyssa	3-19-05
3	5	**b.** Status of Paul Rantallo cargo units	Alyssa	3-7-05
3	5	**c.** E. Johnston's gate related letters	Alyssa	3-7-05
		4.2.2 New Business		
5	3	**a.** Dennis Riley Lot 38-1B/SG	Alyssa	3-7-05
5	3	**b.** Phillip & Carol Hanifan Lot 61/SG	Alyssa	3-7-05
		4.3 Road & Weed Committee Report		
		4.3.1 Old Business		
3	0	**a.** Install guard posts around High South fire fighting water tank	David	3-7-05
3	5	**b.** Status of removing rock pile above culvert Rantallo	David	3-7-05
0	0	**c.** Road Maintenance/Improvement Report – include in budget process	David	TBD
2	0	**d.** Status: hiring/insurance Richard Mead	Joanna	3-7-05
		4.3.2 New Business		
3	5	**a.** Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG)	Joanna	3-7-05
0	0	**b.** Cost study for Truck/Plow for NG – include in budget process	Joanna	3-19-05

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Report Time	Discuss Time		Respon. Party	Due Date
		4. Report of Officers and Committees (con't)		
		4.3 Road & Weed Committee Report (con't)		
		4.3.2 New Business (con't)		
0	0	c. Proper equipment for knocking down weeds – include in budget process	Joanna	3-19-05
		4.5 Master Plan Committee Report		
		4.5.1 Old Business		
2	0	a. Chairperson Elected	Committee	3-7-05
		4.5.2 New Business		
0	0	a. None		
		4.6 Recreation Committee Report		
		4.6.1 Old Business		
5	0	a. Status report on PVRC activities	Janet	3-7-05
3	0	b. Status of P. Gelderloos' request for bank statements	Janet	3-7-05
		4.6.2 New Business		
0	0	a. None		
		4.7 Web Site Committee Report		
		4.7.1 Old Business		
0	0	a. None		
		4.7.2 New Business		
0	0	a. None		
		4.8 Welcome Committee Report		
		4.9.1 Old Business		
0	0	a. None		
		4.9.2 New Business		
0	0	a. None		
		4.9 Ombudsman Report		
		4.9.1 Old Business		
0	0	b. None		
		4.9.2 New Business		
0	0	b. None		
		5. Other Business		
		5.1 Shelter Insurance		
		5.1.1 Old Business		
3	0	a. List of points to consider regarding shelter insurance	Orlando	3-7-05
		5.1.2 New Business		
0	0	c. None		
		5.2 Including Parcels in GLA		
		5.2.1 Old Business		
3	0	a. Filing resolution to include parcels 23-A (SG) and 14-A (NG) in Glastonbury	David	3-7-05

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Report Time	Discuss Time		Respon. Party	Due Date
		5. Other Business (con't)		
		5.2.2 New Business		
0	0	**a.** None		
		6. Open Floor Comment Period		
2	0	**a.** Agenda items for future meetings	James	3-7-05
2	0	**b.** What worked/what didn't; suggestions to improve meeting (Handouts)	James	3-7-05
5	10	**c.** Meet needs of landowners/Board when unexpected issues delay Board business	Alyssa	3-7-05
3	0	**d.** Volunteer Confidentiality Agreement and Standards	Laura	3-7-05
2	0	**e.** Board email communication	Ronda	TBD
1	0	**f.** Options/Cost for Enforcing Covenants	Ronda	TBD
2	0	**g.** Results of Neighborhood Meetings	Ronda	TBD
1	0	**h.** Reassess 18% Assessment Late Fee	Ronda	TBD
1	0	**i.** Should lien "trigger" include interest and late charges	Ronda	TBD
1	0	**j.** Revise Board Election form to include duties and skills needed	Ronda	TBD
1	0	**k.** Transition Plan for new Board Members	Ronda	TBD
		7. Next Meeting and Adjournment		
0	0	**a.** Next meeting April 4, 2005		
3 hrs	**0 min**	**Allocated Meeting Time**		

Note: if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda at the beginning of the same meeting.

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Average Income over last three Years				
	Deposit '00	Deposits '01	Deposits '02	Average per Month
Janurary	$ 1,635.95	$ 4,733.54	$ 1,718.69	$ 2,696.06
Feburary	$ 10,067.00	$ 8,575.59	$ 2,372.82	$ 7,005.14
March	$ 12,710.98	$ 10,606.23	$ 18,705.75	$ 14,007.65
April	$ 8,961.37	$ 9,342.23	$ 13,407.99	$ 10,570.53
May	$ 4,912.75	$ 5,574.91	$ 3,940.22	$ 4,809.29
June	$ 717.98	$ 2,849.24	$ 2,031.80	$ 1,866.34
July	$ 2,142.26	$ 4,527.35	$ 2,788.48	$ 3,152.70
August	$ 4,450.95	$ 5,445.61	$ 4,799.15	$ 4,898.57
September	$ 4,761.56	$ 1,503.09	$ 2,122.29	$ 2,795.65
October	$ 4,035.76	$ 4,970.16	$ 5,343.76	$ 4,783.23
November	$ 19,932.54	$ 3,905.31	$ 8,071.36	$ 10,636.40
December	$ 1,841.17	$ 3,652.55	$ 11,663.43	$ 5,719.05
TOTAL	$ 76,170.27	$ 65,685.81	$ 76,965.74	$ 72,940.61 Average Per Yr

GLA
P.O. Box 312
Emigrant, MT [illegible]

2-3-03

GLA 01857

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Rec'd 3/7/05 MB

03/06/05

Glastonbury Landowners Association, Inc.
Balance Sheet Standard
As of March 6, 2005

	Mar 6, '05
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	19,337.84
1st National Bank Savings	33,773.30
Total Checking/Savings	53,111.14
Accounts Receivable	
Accounts Receivable	96,370.03
Total Accounts Receivable	96,370.03
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	148,907.67
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**148,908.67**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	227,330.70
Total Long Term Liabilities	227,330.70
Total Liabilities	227,330.70
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-228,002.19
Retained Earnings	69,749.15
Net Income	68,014.50
Total Equity	-78,422.03
TOTAL LIABILITIES & EQUITY	**148,908.67**

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March 6, 2005

Glastonbury Landowners Association, Inc.
Income & Expense
January 1 through March 6, 2005

	Jan 1 - Mar 6, '05
Income	
A. General Income	
1. Church, for Road Paving Loan	567.15
2. Interest Income	23.94
3. Misc. Income	5.00
4. Sanitation Bond Account	750.00
7. Application Fees	125.00
Total A. General Income	1,471.09
B. Assessments	
06. Dwelling Assessment 2002	118.88
07. Dwelling Assessment 2003	273.50
08. Dwelling Assessment 2004	948.00
09.Golden Age Village Assess	6,027.00
10. Land Assessment 1998	120.00
11. Land Assessment 1999	120.00
12. Land Assessment 2000	120.00
13. Land Assessment 2001	120.00
14. Land Assessment 2002	199.44
15. Land Assessment 2003	553.70
16. Land Assessment 2004	2,090.79
17. Dwelling Assessment 2005	15,693.14
18. Land Assessment 2005	27,875.91
Total B. Assessments	54,260.36
C. Late Fees/Finance Charges	
1. Finance Charges	826.91
2. Five Percent Penalty	74.50
Total C. Late Fees/Finance Charges	901.41
Total Income	56,632.86
Expense	
A. Business Expenses	
3. Licenses	36.00
4. Lien Filing	-50.00
7. Taxes	69.94
Total A. Business Expenses	55.94
B. Office Expense	
1. Copying	45.98
2. Postage	100.00
3. Office Supplies	341.97
Total B. Office Expense	487.95
C. Professional Fees	
1. Accountant	105.00
2. Bookkeeper	698.50
3. Legal Council	
3.1 PVRC	268.75

Clare Parker Bookkeeping Services 406-333-4614

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	Jan 1 - Mar 6, '05	
Total 3. Legal Council		288.75
4. Secretarial		776.00
5. Professional Fees		
5.1 David Tonkin	309.80	
5.2 Cynthia Blocker	186.00	
5.3 Website Development	229.95	
Total 5. Professional Fees		725.75
7. Web Site		9.95
Total C. Professional Fees		2,803.95
D. Road Repairs & Maintenance		
1. Loan Payment		7,556.32
2. Road Maint.		
2.1 Misc. Maintenence	111.20	
Total 2. Road Maint.		111.20
3. Road Grading		3,971.50
4. Snow Removal		
4.1. Snow Plowing	2,040.10	
4.2. Sanding	446.53	
4.4 Materials, sand	351.00	
Total 4. Snow Removal		2,837.63
Total D. Road Repairs & Maintenance		14,476.65
E. General Expenses		
2. Equipment Repair & Maint.		358.85
Total E. General Expenses		358.85
F. Misc. Projects		
1. Snow Plow/Sander Truck		765.00
4. Recreation Area		75.30
Total F. Misc. Projects		840.30
H. Discount		559.39
Total Expense		19,383.03
Net Income		37,249.83

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Glastonbury Landowner's Association

Board of Directors Memorandum

February 25, 2005

To: Alyssa Angelis Allen, Edward Anderson, Cynthia Blocker, Laura Boise, Edwin Johnson, Orlando Johnson, Charlotte Mizzi, Janet Naclerio, Joanna Snyder, David Tonkin

Please review the enclosed items before our meeting on March 7, 2005:

1. **Meeting Agenda**: we revised the agenda to include time frames for reporting and discussion times as well as responsible parties and due dates for each item. Please identify any items with your name on it and be prepared to present within the time frame listed. We realize that all of our time frames may not be realistic, but took our best guess and want to test it out. We're hoping this will help us move through the agenda quicker. Also, all the items listed under the 2005 Budget with a due date of March 19th will be explained at the meeting.
2. **Flowchart for Committee Chairpersons**: Laura suggested that it would be helpful to understand the protocol for bringing issues to the Board. James created this flowchart as an attempt to better understand the chairperson's responsibility in presenting issues to the Board.
3. **Robert's Rules of Order**: we found this information on the Internet and liked the simplicity of the explanations. We would like to use this as the Board's reference tool for using Robert's Rules. Please let us know if this is in alignment with the way the Board had been using Robert's Rules.

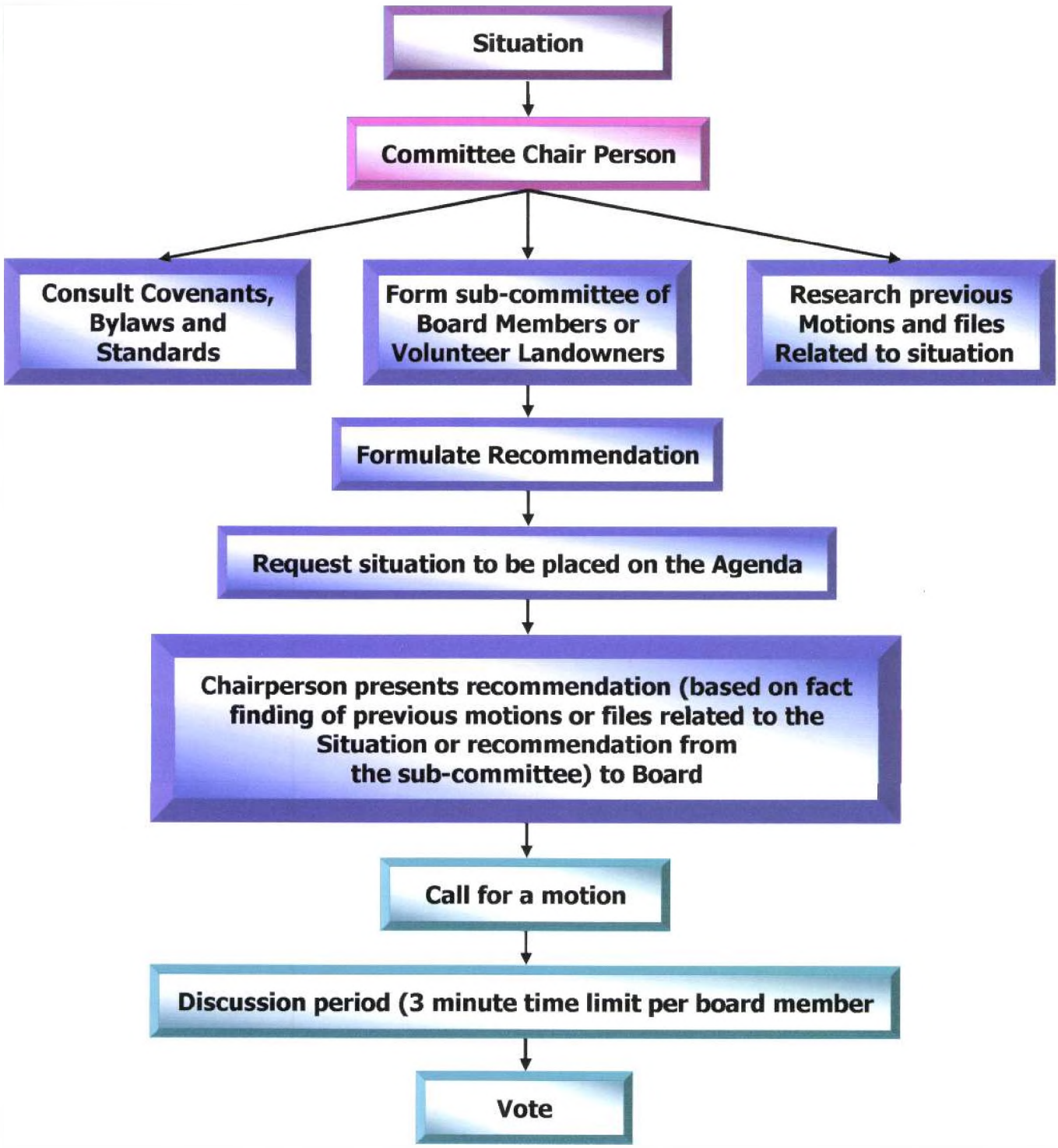
Thanks,

James & Ronda

cc: Denise Orr

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Flowchart for Committee Chairpersons to present agenda items to the GLA Board.



Advantages of following this procedure:

- Any emotional discussion of situation is off the record and not part of the minutes or Board meeting
- Board meeting discussion is related to facts and limited in time
- Quicker business meetings
- More time to discuss new ideas or problem solve community issues related to recreation, roads, master plan, budget, etc.

GLA 01861

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The Agenda - Choreography of Rights and Abuses



The more serious an issue is, the more the reason to insist that the issue be included on the agenda, and that the agenda includes explicit starting time for each major section.
The easiest way to defeat an issue is to take so much meeting time so that the issue never comes up. If the agenda specifies times for the major sections, you can always assure that your issue will be addressed before the meeting is adjourned.

An agenda according to Robert's, with a few comments (RONR 10th ed. p.342-351).

I. **Reading and approval of the minutes.**
(Motion to approve is not necessary. The minutes are either approved as read or as corrected, but without a vote.)

II. **Reports of Officers, Boards, Standing Committees.**
(This includes correspondence, treasurer's report, etc. Treasure's report is never adopted or voted upon unless it has been audited.)

III. **Reports of Special Committees.**
(Each report could conclude with a motion which the assembly must address.)

IV. **Special Orders.**
(Any motion which was adopted as a Special Order which guarantees that the motion will be dealt with before the meeting is adjourned.)

V. **Unfinished Business and General Orders.**
(Any issue which was not concluded, was postponed, or was tabled during the prior meeting. The secretary's minutes should inform the chair which items to add to this section. Only a clueless chair would ask the assembly, 'Is there any unfinished business?')

VI. **New Business.**
(This is when the chair and the parliamentarian can be surprised by the sequence of events. It is best to always anticipate issues the membership may present, or else be embarrassed by the complications.
It is at this time that announcements, educational programs, and speakers are introduced.)

VII. **Adjournment.**
(A motion to adjourn may be made at any time of the meeting. The assembly should never be forced to meet longer than it is willing to meet.)

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Unfinished Business, Yes; Old Business, Never!



"Old Business" means that you are reconsidering matters already disposed of. "Unfinished Business" means that you are continuing with matters which are currently not completed. (RONR 10th ed. p.346)

Before the current agenda is put together, the secretary advises the chair of the matters which were not disposed of from the previous meeting. Also, the parliamentarian advises the chair which issues can be carried forward as "Unfinished Business". Therefore, the chair should never ask the members, "Is there any Unfinished Business." That question can be answered only by the secretary and the parliamentarian.

There are really only a few reasons why a matter may be considered in the "Unfinished Business and General Orders" portion of the **current** meeting's agenda.

Questions left pending at the previous meeting:

I. A question was being discussed and being dealt with when the **previous** meeting adjourned.
II. A question was listed on the **previous** meeting's agenda as part of the unfinished business, but was not reached, when the meeting adjourned.
III. A question had been postponed (made prior General Order) to the **previous** meeting, but was not reached, when the meeting adjourned.

Questions NOT left pending at the previous meeting:

IV. A question was postponed (made current General Order) to the **current** meeting.
V. Though not technically "Unfinished Business", any tabled matter may be taken from the table at this time as well.

Notice:

- Let us suppose that a group meets monthly.
- In March, **an issue is listed as "Unfinished Business"** for the first time.
- In March, the group adjourns without dealing with the issue.
- In April, the issue can be **taken up again as "Unfinished Business".**
- But, if in April the issue is not dealt with, **the issue dies!**
- Of course, in May the issue may be introduced again, but only as "New Business".

So, if you understand what can be considered under "Unfinished Business", you can protect your favorite issue from being ignored. On the other hand, you could manipulate the time of adjournment to defeat the opponent's favorite issue.

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Six Steps to Every Motion!



Every motion requires 6 steps (with some exceptions). The shoulds and shouldn'ts are as follows: (RONR 10th ed.p.31-54)

STEP 1. A member stands up, is recognized, and makes a motion;
Common Mistake: *Members do not stand up, do not wait to be recognized, and typically start to discuss their motion before completing STEP 2, STEP 3, and STEP 4 below!*

STEP 2. Another member seconds the motion;
Common Mistake: *The person seconding the motion dives into the merits of the motion.*

STEP 3. The presiding officer restates the motion to the assembly;
Common Mistake: *Motion is restated differently from the wording of the maker! Beware because the motion that is adopted is the one stated by the presiding officer, not the one stated by the maker of the original motion.*

STEP 4. The members debate the motion;
Common Mistake: *Debate gets out of control in temper, in duration, in relevance! Members talk at each other across the room rather than through the presiding officer.*

STEP 5. Presiding officer asks for the affirmative votes & then the negative votes;
Common Mistake: *The presiding officer states 'All in favor' and fails to tell the members what to do as a matter of voting (for example, 'say aye', 'stand up', 'raise your hand', etc.); or the negative vote is never requested or counted!*

STEP 6. The presiding officer announces the result of the voting; instructs the corresponding officer to take action; and introduces the next item of business.
Common Mistake: *Presiding officer fails to pronounce the result of the voting! No one is instructed to take action. Commonly, dead silence follows because the presiding officer is lost and stares at the assembly*

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Five Ways to Modify a Motion

Motions are rarely perfect for everyone. Modifications are inevitable.



1. **Between the time that a motion is made and *before the chair states the motion*,** any member may informally offer modifying suggestions to the maker of the motion. The maker may accept or reject that member's recommendations.

2. **After the chair has stated the motion,** the maker of the motion may *request unanimous consent* from the members to modify the motion. Remember that at this time, the motion belongs to the assembly and not the original maker.

3. **By means of the subsidiary motion to *Amend*,** any member may propose changes to the motion, before the motion is voted upon. These proposed changes must be seconded and may be amended and/or debated.

4. **If a motion requires further study,** the members may vote to *Refer the Main Motion to a Committee.* When the committee returns the motion to the assembly, the committee normally **proposes** amendments for the assembly to vote upon.

5. **Sometimes the motion is so complex** that the only way to do it justice is for a member to urge its rejection and offer to propose a simpler version as a *Substitute Motion.* Upon defeat of the complex motion, anyone may propose the *Substitute Motion.*

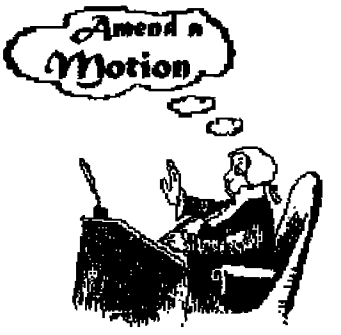
Once a member learns which motions are out of order, how to make a motion, and how to amend a motion, the member becomes a productive member of the organization. Until then, the member is just another victim of the organization!

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Three Ways to Amend a Motion

As a matter of survival, the most common motion a club member needs to know completely is the *Motion to Amend* a Pending Motion.



The difficult part is remembering that the more urgent motions can not be amended - *Adjourn, Question of Privilege, Orders of the Day, Lay on/Take from the Table, Previous Question, Point of Order, Appeal, Parliamentary Inquiry, Suspend the Rules, and Reconsider.*

During the Debate step of a Pending Motion, one may move to Amend the Pending Motion. All one needs to remember is that there are really **only 3 basic processes of amendments:**

Let's Amend this Sample Motion: "I move that we buy a new sign."

1. **You can Move to Amend by *Inserting* words or paragraphs.**
   I move to Amend by Inserting the phrase "not to exceed $50 dollars" at the end of the motion.
2. **You can Move to Amend by *Striking out* (not deleting) words or paragraphs.**
   I move to Amend by striking out the word "new".
3. **You can Move to Amend by *Striking out and Inserting* words or paragraphs.**
   One can even Amend by *Substituting* (Striking out and Inserting) entire paragraphs or the complete motion.
   I move to Amend by Striking out the word "sign" and Inserting the word "billboard".

You can also Amend the Amendment, before it is voted upon:
But you can only Amend the Inserted or Struck out **words**. You can not Amend a separate part of the Main Motion not covered by the Amendment that is currently being discussed!
After the current Amendment is voted upon, you can Amend the Motion again and Amend this new Amendment.

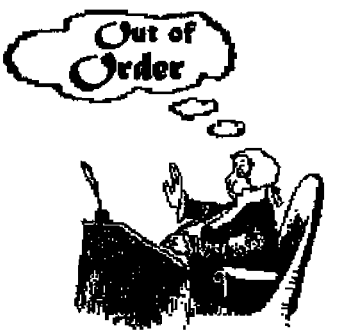
If you carefully review these 3 basic processes of amendments *(insert, strike out, and strike out/insert)*, you will agree that any other form is not an amendment. Proper usage of these 3 processes will reduce the chances of chaos and confusion that is common during discussion of motions and amendments.

When one understands the means to amend a motion, one will be able to calmly defend oneself from all tyrannical group leaders.

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Four Motions that are always Out of Order



A Main Motion reflects the will of the members of the organization! However, the following 4 motions are never in order, even if adopted by a unanimous vote:

1. Motions which **conflict with laws** (federal, state, or local), or with bylaws, constitution, or rules of the organization;

2. Motions which present something **already rejected** during the same session, or conflict with a motion already adopted. (See Robert's sections on *Rescind, Reconsider,* and *Amend Something Already Adopted*);

3. Motions which conflict with or present substantially the **same question** as one which has been temporarily disposed of (meaning, *Postponed, Laid on Table, Referred to Committee,* or *Being Reconsidered*);

4. Motions which propose actions **beyond the scope** of the organization's bylaws. (However, a 2/3 vote may allow this kind of motion).

But, what if the motion is in order, and you still do not agree with all or parts of it? You can always protect your interests by amending the motion!

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Unanimous Consent

"If there is no objection ...". These are the 5 most helpful words a chairperson will ever find.



In cases where there seems to be no opposition in routine business; or on questions of little importance; and in the presences of a quorum; you can save time by obtaining Unanimous Consent (General Consent) from the assembly. And then in one meeting, you as a chair can accomplish ten times the amount of work.

After all, parliamentary procedure is designed to protect the minority, and generally need not be strictly enforced when there is no minority (opposition) to protect. In these cases, a motion can be adopted without the Six Steps or even the formality of making a motion.

Any meeting can be ten times more productive if the chair will merely state, "If there is no objection, (we will adopt a motion to do such and such)." When no objection is heard, the chair states, "Since there is no objection, ... (such and such a motion is adopted)." If someone objects, the chair cheerfully proceeds with the traditional Six Steps.

Examples of situations which clearly beg for the Unanimous Consent approach are:

1. To correct or approve the minutes. You do not need a time wasteful motion for this.
2. To withdraw an own motion before the vote is taken. The maker may wish to withdraw his own motion; but the motion belongs to the assembly. Only the assembly may allow the withdrawal of a motion.
3. To suspend a rule on a matter clearly not controversial (and as long as no ByLaw is violated).
4. To allow a speaker a few more minutes than the prescribed time.
5. To allow a guest speaker to speak in an order contrary to the approved agenda (or Rules of Order).
6. To divide a complex motion into logical parts for discussion, amendments, and voting purposes.
7. To close polls on a voting process after inquiring if there are any more votes. No motion to close the polls is necessary.
8. To elect a lone nominee by acclamation.

In reality, as long as you have a quorum and do not violate a ByLaw, these 5 powerful words can allow a chair to quickly accomplish just about anything. These 5 words can shorten any meeting which is typically run by an egocentric, self-indulging, power meister.

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GLA 01868

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Counting Votes; Voting Results



Majority:

Does Robert mean
... the Majority of the entire membership?
... the Majority of the members present?
... the Majority of the Votes Cast?
How should you count the blank votes, the illegal votes, the abstentions?

The basic requirement for adoption of a motion by any assembly with a quorum is a **Majority Vote**, *except for certain motions as listed below*. A Majority is 'more than half' of the votes cast by persons legally entitled to vote, excluding blank votes and abstentions. **Majority does not mean 51%.** In a situation with 1000 votes, Majority = 501 votes; but 51% = 510 votes.

Let's see an example:

- The chair instructed the members, at a meeting with a quorum, to vote by writing **'Yes'** or **'No'** on a piece of paper.
- Of the members present, 100 were entitled to vote, but 15 did not cast a ballot. Of the 85 votes cast: 75 were legal; 10 were illegal (the members wrote **'Maybe'**); and 4 were turned in blank (abstained).
- The Majority is any number larger than one half of the total of ...
  (legal votes cast) - (blank votes cast) + (illegal votes cast).
- Of the 85 Votes Cast by members entitled to vote ...
  (75 were valid) - (4 were blank) + (10 were illegal) = 81 Votes Cast.
- One half of 81 Votes Cast is 40 1/2. Majority was 41 votes.

2/3 Vote:

Robert specifies which motion will require <u>at least a 2/3 vote for adoption</u>. Notice that it is not called a 2/3 majority. A 2/3 vote is generally not taken as a voice vote, but rather as a standing count, or some other easily countable fashion. Generally speaking, a 2/3 vote is required for adoption of any motion which ...

1. Suspends or modifies a rule of order already adopted;
2. Prevents the introduction of a question to consideration;
3. Closes, limits, or extends the limits of debate;
4. Closes nominations or the polls;
5. Takes away membership or office.

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Counting Votes; Voting Results *(con't)*

Previous Notice:
There is a further requirement. As you can see from the following table, a **Previous Notice** is needed by some motions which require a 2/3 votes to adopt. A Previous Notice is an announcement of the intent to introduce the motion. A Previous Notice is typically given at least one meeting before the meeting when the proposal is to be introduced.

Votes Required to Adopt a Motion by a 2/3 Vote	
A Motion Not involving a By Law, the Constitution, or an issue listed as Special Order on the Agenda:	
With Previous Notice	Majority of votes cast
With NO Previous Notice	2/3 of votes cast; OR Majority of entire membership of the organization
A Motion Involving a By Law, the Constitution, or an issue listed as Special Order on the Agenda:	
With Previous Notice	2/3 of votes cast
With NO Previous Notice	Majority of entire membership of the organization

Study this chart carefully and you will agree that it makes a great deal of sense. It protects your interests.

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2/3 Vote vs Majority Vote



The basic requirement for approval of an action is a majority vote. However, the following situations require a 2/3 STAND UP vote for approval. Notice that all of these motions rob the individual of his rights. As a compromise between the rights of the individual and the rights of the assembly, a 2/3 vote is necessary:

1. **Modify an Adopted Rule of Order or Agenda:**
   a. *Amend or Rescind the Constitutions, Bylaws, or Agenda;*
   b. *Amend or Rescind Something Already Adopted;*
   c. *Suspend the Orders of the Day;*
   d. *Refuse to Proceed to the Orders of the Day;*
   e. *Take up a Question Out of its Order.*

2. **Prevent the Introduction of a Question for Consideration:**

3. **Modify the Extend of Debate:**
   a. *Limit or Extend Limits of Debate;*
   b. *Call for the Previous Question.*

4. **Close Nominations:**

5. **Repeal an Assignment:**
   a. *Take Away Membership or Office;*
   b. *Discharge a Committee.*

6. **Make a Motion a Special Order:**

The presiding officer should take a rising vote in those motions where a 2/3 vote is required.
You can assure the victory of your ideas, once you are aware of the required amount of vote necessary for adoption of your motion.

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Glastonbury Landowners Association

Board Member Proxy Notification

I, Joanna Snyder

Give my proxy to Ronda Alexander

For the GLA Board of Directors Meeting on March 7, 2005
date

Joanna Snyder
signature

3/7/05
date

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

April 4, 2005

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1. **Call to Order, Prayer**
   The meeting was called to order by James Kozlik at 6:45 p.m., at Golden Ratio Woodworks. Orlando gave the opening prayer.
   PRESENT: James Kozlik (President), Ronda Alexander (Vice-President), Janet Naclerio (Secretary), Joanna Snyder (Treasurer), Edward Anderson, Allysa Angelis Allen, Laura Boise, Edwin Johnson, Orlando Johnson, Charlotte Mizzi, David Tonkin and James Trisdale.
   ABSENT: All present.
   PROXIES: None.
   ALSO ATTENDING: Denise Orr (GLA Administrative Secretary)

2. **Reading and Disposition of the Minutes General Business**
   a. **March 7, 2005.** The Board started the process of reviewing the minutes.
   MOTION: David motioned and JT seconded to table the review of the March 7, 2005 meeting minutes until the May Board meeting. **Motion carried.**

   b. **Update on approval of November 1, 2004 Minutes.** Denise reported that current Board members who were present at that meeting will approve the minutes via e-mail prior to the May meeting.

3. **General Business**
   3.1 Old Business
   a. **Nov. 13, 2004 Annual Meeting Minutes.** Denise distributed the draft of the minutes and the Board agreed to review the minutes at the May meeting. (See "New Action Items" on last page for further information.)

   b. **Update on status of list of all motions.** Denise reported that Rudy stated he could set up a secure Board use only link that would access the work she has been compiling on meeting motions/information--sorted by committee subjects. He could do this for a fee of approximately $100 plus. He would show Denise how to transfer the information on to the site. The Board confirmed they would like to see this happen, but that the cost will need to be approved when the Budget is reviewed.

   3.2 New Business. None.

4. **Report of Officers and Committees**
   4.1 Treasurer's Report: Joanna Snyder, Treasurer
   Joanna distributed "Balance Sheet as of April 3, 2005" and "Income and Expense Budget Overview January 1 through April 3, 2005."

   4.1.1 Old Business. None.

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4.1.2 New Business

a. Transition from resigned Treasurer to new Treasurer

Joanna reported that she has been working with Rudy, Cynthia, Denise and Ronda to clarify treasurer's procedures and the process is going well.

b. Status of Bookkeeper

Ronda met with Rudy to discuss his request for an hourly fee increase and to review/discuss his work for the GLA. Rudy stated that he was ready to let go of his GLA bookkeeping duties, but that he would be willing to retain maintenance of the database and website. Ronda reported to the Board that she had solid experience with Quick Books (the system Rudy currently has been using) and if the Board was interested, she would be willing to take on the bookkeeping duties for $15/hour. She reviewed that she has begun the process of updating the accounting system and codes, etc., and that this task needs to be completed. The Board discussed this matter.

MOTION: Joanna motioned and Laura seconded to approve hiring Ronda as the new GLA bookkeeper for $15 hour, beginning May 1, 2005. The Board agreed to re-visit the possibility of hiring a replacement bookkeeper for a lesser salary at the point when Ronda has completed updating the accounting system and codes. **Motion carried. (One abstention from Ronda.)**

c. Proposed Operating 2005 Budget

James distributed the "Proposed Budget 2005" which the Board reviewed and corrected. An extensive discussion included various approaches to balancing or reducing the budget. The possibility of establishing a reserve/capital expense fund was also discussed. Ronda confirmed that one of the Board's objectives was to avoid taking out a loan. All agreed that more information would be needed before further review and approval of a new budget could be made.

Preparation for Review of GLA's 2005 Budget

MOTION: Orlando motioned and David seconded that the Board will take the following steps of preparing and documenting budget information and then bring their findings to the May meeting for review:

(1) Board Officers and Committee Chairs should determine: (a) what his/her projected department/committee budget should be in 2005 and specifically what it will cover; (b) What a 15% deduction of that projected budget would be and the specific consequences of that deduction; and; (c) What a 30% deduction of that projected budget would be and the specific consequences of that deduction.

(2) Each Board member should bring in their ideas/proposals concerning ways in which his/her department/committee might increase the GLA's income, and;

(3) David will determine (from the bank) what the cost of a loan would be for the proposed 2005 Road Maintenance budget. Using this loan cost information, he will also determine the loan costs for a 15% and 30% deduction in the proposed road maintenance budget.

(Motion continued on next page)

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The Boards' review of the above budget proposals should include consideration of whether or not it will need to take out a loan to cover the entire 2005 budget. Using the loan cost information acquired by David from the bank, the Board will be able to determine the cost of a loan to cover GLA's entire 2005 Budget and the cost of loans on that same budget reduced by 15% and by 30%. **Motion carried.**

4.2 Architecture Subcommittee Report: Allysa Angelis (Chair); Laura Boise

4.2.1 Old Business

a. Status of Paul Rantallo's cargo units. It was confirmed that Paul submitted an incomplete application in regard to the cargo units he has placed on his property. The Board agreed that Denise should write a letter to Rantallo on behalf of the Board that requests that he complete "Form A" and ask him to clarify his plans for the units and whether or not he is considering keeping them permanently. Form A should be enclosed and highlighted in areas that need to be filled out.

b. Update on R. Zeman vs. Lot 33 (NG). Ronda reported that the complaint was transferred to the Architectural Committee (Alyssa) to handle. Alyssa summarized the complex history concerning Lot 33 and Zeman's complaint. The Board discussed the issue at length.
MOTION: David motioned and Joanna seconded to send a letter to the owners of Lot 33 (SG) and a copy to Roger Zeman. The letter should state the following: (1) Before the GLA can review a subdivision application for Lot 33, all boundary disputes and encroachments must be resolved and this must be confirmed by the Park County Court; (2) When the later action is completed, a subdivision application must be submitted to the GLA for preliminary review and approval; and (3) The GLA's research has found there is no record of a Lot 33 subdivision within the County Records. **Motion carried.**

The Board agreed that it would not respond to the 2/8/05 letter from David Duke (joint tenant of lot 33) to Ronda and that the new letter (see directly above) would serve as a response.

4.2.2 New Business

a. Parcel 34-A (SG), Rodger & Linda Holmstrom/ House Construction Application
Alyssa reviewed the application with the Board.
MOTION: Alyssa motioned and Edwin seconded to approve Roger & Linda Holmstrom's building application on Parcel 34-A3 (SG) with the following conditions: (1) The necessary septic permit is obtained prior to septic system construction; and (2) Disturbed land is reseeded after construction. **Motion carried.**

b. Parcel 42-B (NG), Frank Maglio/ House Construction Application
Alyssa reviewed the application with the Board.
MOTION: Edwin motioned and Charlotte seconded to approve Frank Maglio's house construction on Parcel 42-B (NG) with the following conditions: (1) The necessary septic permit is obtained prior to septic system construction; (2) The necessary electrical permit is obtained prior to the start of electrical work; and (3) Disturbed land is reseeded after construction. **Motion carried.**

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c. Status of written vote on: Lot 34-A (SG), Rodger Holmstrom/ Subdivision Application
Alyssa confirmed that the Board reviewed this application and voted to approve it on March 16, 2005 with the following conditions: (1) The necessary septic permit is obtained prior to septic system construction; (2) The necessary electrical permit is obtained prior to the start of electrical work; (3) Disturbed land is reseeded after construction; and (4) The $25 project application fee is received by the GLA. Documentation on the voting information was placed in Holmstrom's file.

d. Status of written vote on Lot 39(SG), David Smith/Subdivision Application
Alyssa confirmed that the Board reviewed this application and on March 22, 2005 voted to approve with the following conditions: (1) The necessary septic permit is obtained prior to septic system construction; (2) The necessary electrical permit is obtained prior to the start of electrical work; and (3) Disturbed land is reseeded after construction. Documentation on the voting information was placed in Smith's file.

e. William Smith Letter, dated 1/29/05
Smith responded to the 1/21/05 letter from the GLA. Alyssa and David confirmed that the GLA should send a letter of apology to Smith regarding an inaccurate statement in its letter.

4.3 Road & Weed Committee Report: James Trisdale (Chair)

4.3.1 Old Business

a. Johnston's gate related letters
Jim reported that Everett advised of his plans to attend the May Board meeting. Ronda and David will divide the various issues about which Johnston has written to the GLA (past and current) and split them into categories of current and past issues that need to be resolved or have been resolved. This information will be sent to Johnston and Board members prior to the May meeting in order to clarify issues that will be discussed at this meeting.

b. Install guard posts around High South fire fighting water tank
JT and David reported that the posts have been staked out, and that JT will install them when the ground thaws out.

c. Status of removing rock pile above culvert - Rantallo
Rockpile above culvert: Edward reported that Gerald Dubiel advised him of his plans to extend the culvert upstream, move the rock pile and place it around the new culvert. JT agreed to call Gerald and ask what his plans are and when this work will be completed.

Status of uncovering culvert: JT will also call Rantallo and confirm that the GLA did not receive his response to Alyssa's January 21, 2005 letter, and ask which of the two corrective actions in the January 21st letter he plans to take.

d. Road Maintenance/Improvement Report. Tabled.

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e. Status: hiring/insurance Richard Mead. Joanna reported that she had talked to Richard about snowplowing and he was not available on the days required.

4.3.2 New Business

a. Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG)
Board asked JT to handle. Denise will send a letter to JT for his review.

b. Warning sign on Gemini Rd/Caspari Way East
Ronda requested that the sign be removed based on the affect it is having on people who drive service vehicles and are refusing to travel up the road to her home. The Board discussed having a "Caution: No Guard Rail" sign to replace it. David explained that there is important history that the Board should review before making a decision on the sign. He will e-mail this history to the Board.

4.4 Complaint Committee Report: Ronda Alexander (Chair)

4.4.1 Old Business

a. Status report on attorney letter to Hansard. Ronda reported that if the GLA pursued filing an injunctive relief order on Hansard that it may cost the GLA several thousand dollars. The Board agreed that it will need to re-examine this issue.

b. Status of parcel 32 (NG) Ullrich. Tabled.

c. Update with attorney's response to Rakela full-petition request. Tabled.

d. Everett Johnston 11/10/04 letter; re: issues in his 10/1/04 letter. Tabled.

e. E. Schieffelin; re: excessive vehicles on 38-A (NG). Tabled.

4.4.2 New Business

a. Proposal: Complaint Procedure
Ronda distributed "Complaint Procedure Proposal" which will be discussed at the May meeting.

4.5 Land Use Master Plan Committee: Charlotte Mizzi (Chair), Laura Boise, Orlando Johnson, David Tonkin.

4.5.1 Old Business. None.

4.5.2 New Business. None.

4.6 Recreation Committee: Janet Naclerio (Chair), Laura Boise, Edwin Johnson, and Edward Anderson (alternate)

4.6.1 Old Business

a. Status Report on PVRC activities. (See "New Business" below.)

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b. Status of P. Gelderloos' request for bank statements. GLA gave copies of its file statements to the PVRC Board and, in turn, they forwarded copies obtained in their files to GLA via Janet.

c. Status of setting up New Bank Account for GLA Recreation Committee. Jim reported that a new account will be set up to receive funds that the GLA may wish to use for recreational purposes in Glastonbury.

4.6.2 New Business

a. Status report on PVRC Phase I Special Committee results: **Tabled.**

b. Status report on PVRC Phase II Special Committee results. **Tabled.**

c. Status Report on PVRC activities.
Janet reported that the Committee has met but has not taken any mentionable actions because it is waiting to receive new guidelines and parameters from the GLA Board. (The Phase 1 & 2 Special Committees have not yet reported to the GLA Board concerning these guidelines.)

Montana Corporation Papers: Janet reported that the PVRC asked permission to enter the names of PVRC Board members into the Montana Corporation papers that will be submitted to the state. The GLA Board confirmed that it considered the current PVRC Board as an interim Board that will remain valid until Bylaws are established, and, therefore, it would be acceptable to submit the names of the interim Board members on these papers.

Survey: Janet distributed a draft of a survey that the PVRC would like to send to landowners and Paradise Valley residents. The Board discussed this survey and requested Janet to hold off sending the survey until a better clarity of the role played by the Paradise Valley residents in making these decisions was determined. Janet asked the Board to review the survey prior to the next meeting.

Walk-a-Thon Fundraiser: Janet asked the Board if it would approve a Walk-aThon in Glastonbury as a fundraiser for the PVRC. The Board discussed this with Janet and thought the activity would be acceptable. However, she was asked to submit a proposal for the Walk-a-Thon (including date, the route and who would participate, etc.) before giving its final approval.

4.7 Web Site Committee: Edward Anderson (Chair)

4.7.1 Old Business. None.

4.7.2 New Business. None.

4.8 Welcome Committee: Ronda Alexander (Chair)

4.8.1 Old Business. None.

4.8.2 New Business. None.

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4.9 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG). **No reports.**
4.9.1 Old Business. None.
4.9.2 New Business. None.

5. Other Business
5.1 Shelter Insurance. Tabled.
5.1.1 Old Business
a. List of points to consider regarding shelter insurance.
5.1.2 New Business. None.

5.2 Including Parcels in GLA. Tabled.
5.2.1 Old Business
a. Filing resolution to include parcels 23-A (SG) and 14-A (NG) in Glastonbury
5.2.2 New Business. None.

6. Open Floor Comment Period. Tabled.
a. Meet needs of landowners/Board when unexpected issues delay Board business
b. Volunteer Confidentiality Agreement and Standards
c. Review what will be adopted/modified from the Robert's Rules of Order handout distributed at the 3-7-05 meeting
d. Agenda items for future meetings
e. What worked/what didn't; suggestions to improve meeting (Handouts)
f. Results of Neighborhood Meetings
g. Reassess 18% Assessment Late Fee
h. Should lien "trigger" include interest and late charges
i. Revise Board Election form to include duties and skills needed
J, Transition Plan for new Board Members

7. Next Meeting and Adjournment
The meeting was adjourned at 10:10 p.m. with no further business. The next meeting will be held on May 2, 2005 at Golden Ratio Woodworks Cafeteria, at 6:45 p.m.

NEW ACTION ITEMS:

GB040405 *Denise:* E-mail 11/13/ 05 Minutes draft to Board members who gave reports at the meeting. **Done.**

GB040405 *Denise:* Incorporate edits for 11/13/04 Minutes & forward hard copy to Board members in meeting minute/agenda package. **In process.**

GB040405 *David:* E-mail edited 11/1/04 Meeting Minutes to Denise by April 13. **Done.**

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GB040405	*Denise:* Facilitate approval of 11/1/04 Meeting Minutes prior to May meeting. **In process.**
GB040405	*Current Board Members who attended 11/1/04 Board Meeting:* Review/approve 11/1/04 Meeting Minutes (that Denise sends via e-mail) and send e-mail response to Denise.
TR040405	*Board:* Prepare budget proposals as stated in Motion on page 2 above. See Motion under **"Preparation for Review of GLA's 2005 Budget."**
AR040405	*Denise/Alyssa:* Draft/mail letter to Rantallo re: cargo units. **Done.**
AR040405	*Denise/Alyssa:* Draft/mail letter to owners of Lot 33 and cc to Zeman. **In process.**
AR040405	*Denise/Alyssa:* Draft /mail approval form to Holmstrom; re: home application. **Done.**
AR040405	*Denise/Alyssa:* Draft /mail approval form to F. Maglio; re: home application. **Done.**
AR040405	*Alyssa:* Draft letter to William Smith.
RW040405	*David/Ronda:* Compile resolved/unresolved issues about which E. Johnston has written to the Board. Send information to Everett and e-mail to Board. (See pg. 4)
RW040405	*JT:* Install guard posts around High South fire fighting water tank *when* ground thaws.
RW040405	*JT:* Call Dubiel re: plan for changing culvert and repositioning rock pile on culvert & document.
RW040405	*JT:* Call Rantallo re: uncovering culvert and document.
RW040405	*Denise:* Send P. Smith letter to JT. **Done.**
RW040405	*JT:* Review P. Snow letter.
RW040405	*David:* Send history on warning sign near Caspari Road to the Board via E-mail.
CP040405	*Board:* Review "Proposal: Complaint Procedure" distributed by Ronda at April meeting.
RC040405	*Janet:* Set up new GLA checking account for Recreation Committee.
RC040405	*Board:* Review "Survey" from PVRC distributed by Janet at April meeting.
RC040405	*Janet:* Present Walk-a-Thon proposal to Board when details are finalized.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
April 4, 2005

Report Time	Discuss Time			Respon. Party	Due Date
3		**1.**	**Call to Order, Opening Prayer,**		
			a. Opening Comments	James	4-4-05
10		**2.**	**Reading and Disposition of Minutes**		
			a. March 7, 2005	Board	4-4-05
			b. Update on approval of November 1, 2004 Minutes	Denise	4-4-05
		3.	**General Business**		
			3.1 Old Business		
2			**a.** Nov. 13, 2004 Annual Meeting Minutes	Denise	4-4-05
1			**b.** Update on status list of all motions	Denise	4-4-05
			3.2 New Business		
			a. None	David	4-4-05
		4.	**Report of Officers and Committees**		
			4.1 Treasurer's Report		
			4.1.1 Old Business		
			a. None		
			4.1.2 New Business		
3			**a.** Transition from resigned Treasurer to new Treasurer	Joanna	4-4-05
3			**b.** Status of Bookkeeper	Ronda	4-4-05
30			**c.** Proposed Operating 2005 Budget	James	4-4-05
			• Proposed Architectural Budget including revised Architectural Fee Schedule	Alyssa	4-4-05
			• Proposed Roads & Weeds Budget including Cost study for Truck/Plow for NG and proper equipment for knocking down weeds	JT	4-4-05
			• Proposed Complaint Budget	Ronda	4-4-05
			• Proposed Master Plan Budget	Charlotte	4-4-05
			• Proposed Recreation Budget	Janet	4-4-05
			• Proposed Website Budget	Edward	4-4-05
			• Proposed Welcome Budget	Ronda	4-4-05
			4.2 Architectural Committee Report		
			4.2.1 Old Business		
3			**a.** Status of Paul Rantallo cargo units	Alyssa	4-4-05
3			**b.** Update on Zeman vs. Lot 33	Alyssa	4-4-05
			4.2.2 New Business		
3			**a.** Parcel 34-A3 Rodger & Linda Holmstrom Building application (house)	Alyssa	4-4-05
3			**b.** Parcel 42-B North Frank Maglio - house construction	Alyssa	4-4-05
3			**c.** Status of written vote on Lot 34-A	Alyssa	4-4-05
3			**d.** Status of written vote on Lot 39SG	Alyssa	4-4-05
3			**e.** William Smith letter dated 1-29-05	Alyssa	4-4-05
			f.		

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Report Time	Discuss Time	4. Report of Officers and Committees (con't)	Respon. Party	Due Date
		4.3 Road & Weed Committee Report		
		4.3.1 Old Business		
3		**a.** E. Johnston's gate related letters	JT	4-4-05
3		**b.** Install guard posts around High South fire fighting water tank	David	4-4-05
3		**c.** Status of removing rock pile above culvert - Rantallo	David	4-4-05
3		**d.** Road Maintenance/Improvement Report	David	4-4-05
3		**e.** Status: hiring/insurance Richard Mead	JT	4-4-05
		4.3.2 New Business		
3		**a.** Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG)	JT	4-4-05
3		**b.** Warning sign on Gemini Rd/Caspari Way East	Ronda	4-4-05
		4.4 Complaint Committee Report		
		4.4.1 Old Business		
3		**a.** Status report on attorney letter to Hansard	Ronda	4-4-05
3		**b.** Status of parcel 32 (NG) Ullrich	Ronda	4-4-05
3		**c.** Update with attorney's response to Rakela full-petition request	Ronda	4-4-05
3		**d.** Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter	Ronda	4-4-05
3		**e.** E. Schieffelin re: excessive vehicles on 38-A (NG)	Ronda	4-4-05
		4.4.2 New Business		
10		**a.** Proposal: Complaint Procedure	Ronda	3-7-05
		4.5 Master Plan Committee Report		
		4.5.1 Old Business		
		a. None		
		4.5.2 New Business		
		a. None		
		4.6 Recreation Committee Report		
		4.6.1 Old Business		
3		**a.** Status Report on PVRC activities	Janet	3-7-05
3		**b.** Status of P. Gelderloos' request for bank statements	Janet	3-7-05
3		**c.** Status of setting up New Bank Account for GLA Recreation Committee	Janet	4-4-05
		4.6.2 New Business		
10		**a.** Status report on PVRC Phase I Special Committee results	David	4-4-05
10		**b.** Status report on PVRC Phase II Special Committee results	Janet	4-4-05

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Report Time	Discuss Time		Respon. Party	Due Date
		4.7 Web Site Committee Report		
		4.7.1 Old Business		
		a. None		
		4.7.2 New Business		
		a. None		
		4.8 Welcome Committee Report		
		4.9.1 Old Business		
		a. None		
		4.9.2 New Business		
		a. None		
		4.9 Ombudsman Report		
		4.9.1 Old Business		
		b. None		
		4.9.2 New Business		
		b. None		
		5. Other Business		
		5.1 Shelter Insurance		
		5.1.1 Old Business		
		a. List of points to consider regarding shelter insurance	Orlando	3-7-05
		5.1.2 New Business		
		c. None		
		5.2 Including Parcels in GLA		
		5.2.1 Old Business		
		a. Filing resolution to include parcels 23-A (SG) and 14-A (NG) in Glastonbury	David	3-7-05
		5.2.2 New Business		
		a. None		
30		**6. Open Floor Comment Period**		
		a. Meet needs of landowners/Board when unexpected issues delay Board business	Alyssa	3-7-05
		b. Volunteer Confidentiality Agreement and Standards	Ronda	3-7-05
		c. Review what will be adopted/modified from the Robert's Rules of Order handout distributed at the 3-7-05 meeting	David	4-4-05
		d. Agenda items for future meetings	James	4-4-05
		e. What worked/what didn't; suggestions to improve meeting (Handouts)	James	4-4-05
		f. Results of Neighborhood Meetings	Ronda	TBD
		g. Reassess 18% Assessment Late Fee	Ronda	TBD
		h. Should lien "trigger" include interest and late charges	Ronda	TBD
		i. Revise Board Election form to include duties and skills needed	Ronda	9-5-05
		j. Transition Plan for new Board Members	Ronda	9-5-05

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Report Time	Discuss Time	7. Next Meeting and Adjournment	Respon. Party	Due Date
2		a. Next meeting May 2 , 2005 at 6:45PM in the Golden Ratio Cafeteria		

3 hrs 0 min Allocated Meeting Time

Note: if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda at the beginning of the same meeting.

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Glastonbury Landowners Association

Board Member Proxy Notification

I, Edwin Johnson

Give my proxy to Edward Anderson

For the GLA Board of Directors Meeting on April 5, 2005
date

Edwin Johnson
signature

April 5, 2005
date

Left at 9:30 pm

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4/4/05



Paradise Valley Recreation Center ("PVRC") Survey

We want your input! The PVRC is currently in the process of developing a master plan and would like everyone to contribute his or her thoughts.

First, we would like to thank all of you who volunteered last year and helped provide a great soccer field that was enjoyed tremendously by the players and spectators. We also would like to extend a warm thank you to everyone who had the vision to set aside these 20 acres and designate them as a recreational area. A special thanks to those who have donated towards the picket fence, provided their labor, equipment, materials, or other monetary or non-monetary donations.

We are pleased to inform you of last year's progress and the current status of your recreation park.

- One large and a small soccer field including irrigation are complete.
- A concession stand and two bathrooms are functional needing only some final touches; i.e., painting, light fixtures, etc.
- Lights are installed for evening activities.
- Mowing equipment, line equipment and maintenance equipment have been purchased. All are functioning well. We still owe money for some of this equipment.
- Fifteen acres are still waiting for a purpose…

The following survey is to determine what these fifteen acres will look like. Please take a few minutes to give us your suggestions.

1. Do you have any suggestions as to how to improve the existing facilities?

   Comments: _____

2. Do you have any fundraising suggestions?

   Comments: _____

   _____

3. Please prioritize your interests (1, 2, 3, etc.) for any of the following suggested recreational activities to be included in the remaining fifteen acres:

( )	skate boarding	( )	volleyball
( )	ice-skating	( )	baseball
( )	softball	( )	obstacle course
( )	basketball	( )	landscaped park area
( )	tennis	( )	picnic areas
( )	fine arts theater	( )	playground
( )	swimming pool	( )	wading pool
( )	multi-purpose building	( )	community garden

   Additional Suggestions: _____

4. Are you aware of the opportunity to have your name put on the fundraising picket fence?
   Yes _____ No _____
   If you are interested in obtaining additional information, please call Laura Boise at 333-4405 or, if is more convenient a PVRC representative will contact you.

GLA 01888

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5. **Are you interested in having a full-sized building equipped with indoor activities constructed if there was a monthly** membership fee? Yes _____ No _____

6. . Jobs currently needing volunteers. Please check if you are willing to help
   - ❑ Maintaining and improving fields (approximately 1-2 hours per week)
   - ❑ Fundraising organizer
   - ❑ Grant Writer
   - ❑ Sport coaches

7. Would you like to be sent a newsletter via E-mail concerning upcoming events and sports schedules?
   Yes _____ No _____

Your Name and Address: _____

Telephone Number: _____ **Email**: _____

Please mail your completed survey to: Janet Naclerio, P. O. Box 444, Emigrant, MT 59027.

Please send your tax-free donations to: Pam Burkhardt, Treasurer, P. O. Box 172, Emigrant, MT 59027

Thanks for your feedback.

The PVRC Board

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7/4/05

COMPLAINTS – ESTIMATED COST TO LANDOWNERS

ULLRICH	
Administration	
• David Tonkin	344.08
• Copies	2.00
• 15 Phone Calls	N/C
Contractors	
• Ronda Alexander (9)	108.00
• David Tonkin	1,242.66
• Tim Dolan	330.00
• Edward Anderson	??
• Denise Orr	??
Legal Fees	
• 2003 Injunctive Relief	1,000.00
Mileage	14.80
• 3-8-05	
• 3-22-05	
• 3-26-05	
• 4-2-05	
Miscellaneous	
• Refreshments	??
• Chico Tickets	??
• Trucks	??
• 2004 Expenses	25.00
Total	3,066.54

LANNES	
Administration	
• Copies	8.19
• Postage	5.53
• 25 Phone Calls	N/C
Contractors	
• Ronda Alexander (15)	180.00
• Alyssa Angelis Allen (8)	96.00
• James Kozlik (4)	48.00
• Denise Orr	??
Legal Fees	
• Feb 10, 2005 (15 min)	46.25
• Feb 11, 2005 (30 min)	92.50
Mileage	
• 12-18-05	11.10
• 12-30-05	3.70
• 2-9-05	18.50
Miscellaneous	
Total	509.77

ZEMAN	
Administration	
• Copies	3.15
• Postage	2.59
• 25 Phone Calls	N/C
Contractors	
• Ronda Alexander (15)	180.00
• Alyssa Angelis Allen (10)	120.00
• James Kozlik (4)	48.00
• Pamela May (3)	36.00
• Denise Orr	??
Legal Fees	
Mileage	
• 12-18-05	11.10
• 12-30-05	3.70
• 2-9-05	18.50
• Pamela May	??
Miscellaneous	
Total	423.04

RAKELA	
Administration	
•	
Contractors	
• Ronda Alexander (3)	36.00
• David Tonkin	??
• Janet Naclerio	
• Phillip Hoag	
• Denise Orr	
Legal Fees	
• Mar 24, 2005 (15 min)	46.25
• Mar 20, 2003	??
• 2002 Phillip Hoag Mtg	412.50
Mileage	
• 3-24-05	18.50
Miscellaneous	
Total	513.25

HANSARD	
Administration	
•	
Contractors	
• Ronda Alexander (2)	24.00
• David Tonkin	??
• Charlotte Mizzi	??
• Christine Johnston	??
• Denise Orr	??
Legal Fees	
• Mar 24, 2005	46.25
• 2005 Injunctive Relief	3,000.00
Mileage	
• 3-24-05	18.50
Miscellaneous	
Total	3,088.75

SCHIEFFELIN	
Administration	
Contractors	
• David Tonkin	??
• Denise Orr	??
Legal Fees	
Mileage	
Miscellaneous	
Total	0.00

JOHNSTON	
Administration	
Contractors	
• David Tonkin	??
• Denise Orr	??
Legal Fees	
Mileage	
Miscellaneous	
Total	0.00

Note: Contractor Hours for Board Members is after 12 hours volunteer time

Grand Total
$7,601.35

GLA 01890

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COMPLAINT DISCUSSION ETIQUETTE

COMPLAINT DISCUSSION ETIQUETTE

Timing

- Determine whether or not this is the right time to confront the issue or even if it is worth addressing.
- Don't confront while emotions are highly charged; allow for a cooling down period.

Confidentiality

- Everything that takes place during the discussion will remain confidential.
- Do not bad-mouth each other before or after the discussion.

Appreciate the Differences in People

- Diversity in people creates diversity in solutions.
- Be open/willing to learn about other people's filters: culture, language, values, attitudes, etc.

Don't Use Judgmental Tactics

- *Blaming*: "You're the one who..."
- *Interpreting*: "You tried to manipulate and mislead..."
- *Labeling*: "You are arrogant, deceptive and devious..."
- *Exaggerating*: "Everyone thinks you..." "You always..."
- *Analyzing*: "If you weren't so concerned about making a profit..."
- *Moralizing*: "Clearly you are motivated only by greed..."
- *Interrogating*: "Why would you even think about doing...?"

Use "I" Statements . . . "You" statements create defensiveness

- "I see it this way..."
- "I think it might be..."
- "I need to know..."

Be Specific

- *Vague*: "I want you to be more considerate of my privacy." ➔ *Specific*: "I'd appreciate it if you would call before you come over."
- *Vague*: "You're dogs are always barking late at night." ➔ *Specific*: "Three times this last week your dogs were barking after 11:00PM."

Listen! Listen! Listen! to the Presenter

- Probe for facts to understand what is being said.
- Listen to understand the presenter's needs.
- Do not criticize the presenter.
- Do not interrupt (except to clarify).
- Do not express agreement or disagreement with the presenter.
- Do not present arguments until everyone has finished explaining their view of the situation.
- Avoid discussion of solutions until everyone has stated their view of the situation.

Focus on the Issue

- Be willing to listen to other people's points of view without defensiveness or judgment.
- Don't focus on who is right or wrong; your goal is to understand the issue from each person's perspective.

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9/4/05

Glastonbury Landowner's Association

Complaint Procedure Proposal

THE SITUATION

1. **Unresolved complaints as far back as 2001**
   - 08-21-2001: Brettschneider vs. Hansard eyesore
   - 01-03-2003: Smith vs. Rakela eyesore
   - 05-13-2004: Johnston vs. Maniaci & Spallone subdivision doesn't meet density standards
   - 06-14-1004: GLA vs. Johnston gate
   - 06-24-2004: Johnston vs. Mobile Home doesn't meet standards
   - 06-24-2004: Lot #84 eyesore
   - 06-24-2004: Trailer at Hercules
   - 06-24-2004: $1,000 donation to Recreation Committee
   - 08-03-2004: Schieffelin vs. Johnson eyesore, car eyesores at gray house on Gemini
   - 10-02-2004: GLA vs. Ullrich eyesore
   - 10-21-2004: Zeman vs. Lot 33NG encroachment of covenants
   - 11-13-2004: Ulrich vs. Gelderloos dog barking

2. **Covenants highly subjective for nuisances and eyesores**
   - Covenant Section 5.05: "Nuisances and Eyesores shall not be allowed. It shall be in the Associations discretion and authority to determine what a nuisance or eyesore is and to require removal, correction or abatement by the Landowner upon the giving of reasonable notice as provided in Section 10.02. Specifically, the following condition shall not be allowed on parcels within the Community:
     a. Abandoned trailers, mobile homes and other structures, junk, (inoperative or unregistered) cars and equipment, scrap piles, brush piles, etc., in open view of platted roads and other parcels or land; and
     b. Noxious odors, excessive noise or vibration, nuisances or other annoyances which, in fact, are infringing upon another's quiet use and enjoyment of his land."

3. **Bylaws and Covenants are unclear as to when to enforce rights and sanctions:**
   - Bylaw Article XI B. Enforcement Rights and Sanctions: "The Association shall not be obligated to take action to enforce any provision of the Covenants, Bylaws, Rules or Regulations...in any case in which the Board reasonably determines may be unenforceable. Any such determination shall not be construed as a waiver of the right to enforce such provision under other circumstances..."
   - Covenant 10.02 Enforce of Covenants: "In the event of the violation of these covenants, the Association or any Landowner may enforce these covenants through proceedings at law and/or in equity against one or more other landowners, including the seeking of damages and/or injunctive relief...the Association may, but is not obligated to, take by notifying the Landowner(s) against whom the complaint is made of the alleged violation, initiating its own legal proceedings and/or submitting the complaint to binding arbitration..."

4. **GLA Board not trained to deal with difficult issues between landowners**
   - Board consists of volunteers that may or may not have formal training in handling landowner disputes which require the extensive use of negotiation skills, conflict resolution skills and mediation concepts and techniques.

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WHY IS IT IMPORTANT TO RESOLVE?

1. **People and money resources to resolve complaints compete with higher priorities**
   - Covenant 11.05 Accounting, Allocation and Use of Funds: "Maintenance and repair of roads and snowplowing shall be the first priority for use of annual assessment funds."
   - Not enough funds available for road grading, snow plowing and weed control in 2004 budget

2. **Litigation to resolve complaints costly**
   - Attorney: $185.00 per hour
   - Injunctive Relief: generally a minimum of $1,000.00 for an uncontested case; could be several thousand dollars for a contested case
   - Lien Filing: approximately $50.00

3. **Landowners threatening to sue the GLA Board for not enforcing Covenants;**
   - Covenant 10.2 Enforcement of Covenants: "...the Association shall not be liable to any person or entity for any actions taken or not taken pursuant to the provision in this section, and all Landowners shall be deemed to have waived any and all rights to or claims for damages for any loss or injury resulting from any action taken or not taken under the terms and conditions of this section."

4. **The GLA Board is perceived by many landowners as not responsive when dealing with complaints**
   - Unresolved complaints date back to 2001 (see #1 under "The Situation")

TYPES OF COMPLAINTS

1. **Nuisances and Eyesores**
   - Difficult to resolve because the nuisance or eyesore is in the eye of the beholder

2. **Architectural/Land Use Encroachments**
   1. More readily resolved because the Covenants and Standards clearly spell out what is acceptable

COMPLAINT COMMITTEE VISION/MISSION

VISION

Promote the peaceful and harmonious resolution of conflicts between landowners. Instill cooperation, mutual respect and accountability by placing the responsibility for the actual resolution of the complaint on the landowners.

MISSION

Provide tools and resources that help landowners address alleged violations of the Covenants and Standards with other landowners. Share the responsibility of resolving complaints by providing trained community mediators who can help the landowners work toward jointly constructed agreements that address the needs of both parties. Provide a space where tolerance for differences in lifestyles can co-exist with the community's Master Plan, Covenants and Standards.

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RECOMMENDATIONS

Architectural/Land Use Encroachments

1. Handled by the GLA Board
2. Complaint Committee Chairperson documents receipt of complaint on Complaint Log
3. Complaint Committee chairperson determines if complaint pertains to another committee and hands over complaint to committee for action. For example:
    a. Johnston Gate Issue: pertains to usage of roads so it was transferred to the Roads & Weeds Committee
    b. Zeman vs. Lot 33NG: pertains to encroachments of architectural requirements and subdivision requirements so it was transferred to the Roads & Weeds Committee
    c. Wallace vs. PVRC: pertains to the concerns about how the PVRC is running so it was transferred to the Recreation Committee

Nuisances and Eyesores

1. Handled by the Glastonbury Neighborhoods
    a. Covenant 12.02 Districts: Each present or future Landowner within the Community shall be deemed to have waived any right to object to the formation of one or more local improvement or service districts which include such Landowner's land, and also to have waived any right to join in any action opposing the formation of such a district...However, no such districts including special zoning districts established by Landowner's petition, may be established without the written consent of the Association."
2. First, the Landowner would approach their neighbor and inform them about what they believe is an eyesore or nuisance and attempt to resolve the issue with their neighbor in an amicable way.
3. If the Landowner does not receive a satisfactory response or compliance within a reasonable period of time, they would then take the complaint to the neighborhood and request a neighborhood vote on the issue.
    a. If 2/3 of all landowners in the neighborhood agree it is an issue then the neighborhood would decide what action to take:
        - Landowners in the neighborhood could volunteer to resolve the issue at no cost to the neighborhood or Glastonbury Landowner's Association, or
        - Landowners in the neighborhood could assess a cost and time frame to resolve the issue and set up a Special Assessment to be administered by the GLA Board
            - Covenant 11.04 Special Assessments: "Special assessments that pertain to any limited areas or numbers of parcels or condominiums that are less than the entire Community of Glastonbury shall be payable only by the Landowners of the property to be affected."
        - GLA Board would hold the Special Assessment Fees in a separate account and pay expenses turned in from the neighborhood from that account
        - The neighborhood could set up a payment plan with the alleged violator to reimburse the neighborhood for the expenses incurred
            - The GLA Board would administer the collection and reimbursement of funds from the payment plan back to the neighborhood
            - The neighborhood could either decide to have the funds reallocated to each landowner or held in the Special Assessment account for future use for that neighborhood

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rec'd 4/4/05

04/03/05

Glastonbury Landowners Association, Inc.
Balance Sheet Standard
As of April 3, 2005

	Apr 3, '05
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	20,210.13
1st National Bank Savings	33,802.80
Total Checking/Savings	54,012.93
Accounts Receivable	
Accounts Receivable	95,317.72
Total Accounts Receivable	95,317.72
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	148,757.15
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**148,758.15**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	227,330.70
Total Long Term Liabilities	227,330.70
Total Liabilities	227,330.70
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-228,848.96
Retained Earnings	69,181.26
Net Income	69,278.64
Total Equity	-78,572.55
TOTAL LIABILITIES & EQUITY	**148,758.15**

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April 3, 2005

Glastonbury Landowners Association, Inc.
Income & Expense
January 1 through April 3, 2005

	Jan 1 - Apr 3, '05
Income	
A. General Income	
1. Church, for Road Paving Loan	567.15
2. Interest Income	53.44
3. Misc. Income	5.00
4. Sanitation Bond Account	750.00
7. Application Fees	150.00
Total A. General Income	1,525.59
B. Assessments	
06. Dwelling Assessment 2002	118.88
07. Dwelling Assessment 2003	288.50
08. Dwelling Assessment 2004	1,014.50
09.Golden Age Village Assess	6,027.00
10. Land Assessment 1998	120.00
11. Land Assessment 1999	120.00
12. Land Assessment 2000	120.00
13. Land Assessment 2001	120.00
14. Land Assessment 2002	199.44
15. Land Assessment 2003	568.70
16. Land Assessment 2004	2,157.29
17. Dwelling Assessment 2005	16,683.14
18. Land Assessment 2005	29,523.41
Total B. Assessments	57,060.86
C. Late Fees/Finance Charges	
1. Finance Charges	847.08
2. Five Percent Penalty	103.68
Total C. Late Fees/Finance Charges	950.76
Total Income	59,537.21
Expense	
A. Business Expenses	
1. Banking Fees	12.50
3. Licenses	36.00
4. Lien Filing	-50.00
6. Sanitation Bond Refunds	250.00
7. Taxes	69.94
Total A. Business Expenses	318.44
B. Office Expense	
1. Copying	45.98
2. Postage	100.00
3. Office Supplies	341.97
Total B. Office Expense	487.95
C. Professional Fees	
1. Accountant	105.00
2. Bookkeeper	698.50
3. Legal Council	

	Jan 1 - Apr 3, '05
3.1 PVRC	288.75
Total 3. Legal Council	288.75
4. Secretarial	
4.1 Denise Orr	1,640.00
Total 4. Secretarial	1,640.00
5. Professional Fees	
5.1 Independent Contractors	352.75
5.2 Treasurer	348.00
5.3 Website Development	229.95
Total 5. Professional Fees	930.70
7. Web Site	9.95
Total C. Professional Fees	3,672.90
D. Road Repairs & Maintenance	
1. Loan Payment	7,556.32
2. Road Maint.	
2.1 Misc. Maintenence	111.20
Total 2. Road Maint.	111.20
3. Road Grading	3,971.50
4. Snow Removal	
4.1. Snow Plowing	2,272.59
4.2. Sanding	446.53
4.4 Materials, sand	351.00
Total 4. Snow Removal	3,070.12
Total D. Road Repairs & Maintenance	14,709.14
E. General Expenses	
2. Equipment Repair & Maint.	358.85
Total E. General Expenses	358.85
F. Misc. Projects	
1. Snow Plow/Sander Truck	765.00
4. Recreation Area	75.30
Total F. Misc. Projects	840.30
H. Discount	559.39
Total Expense	20,946.97
Net Income	38,590.24

GLA 01896

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7/4/05

Proposed Budget 2005
Glastonbury Homeowners Association

Projected Expenses:

Roads and Weeds	**$ 52,000.00**
(Asphalt payment) $28,000.00	
(Weed control) 4,000.00	
(Plowing/sanding) 8,000.00	
(Road Grading) 12,000.00	
Secretary	**6,500.00**
(average based on last 3 yrs.)	
(need actual)	
Office expenses	**2,200.00**
(need actual)	
Bookkeeper	**3,000.00**
(average based on last 3 yrs.)	
General Operating expenses	**8,000.00**
(average based on last 3 yrs.)	
includes: insurance, banking fees,	
licenses, taxes, etc.	
Treasurer	**750.00**
(based on last years expense report	
through Nov. '04) Previous 2 yrs.	
indicated average of $300, prior to	
'02 nothing indicated.	
Recreation Park	**3000.00**

(1)

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Web site	**1000.00**	
(over last 3 years cost has gone from approx.$170 ('02) $680 ('03) $1300 ('04) The site should be fine for what it is, so we should be able to operate on $1000 or less.		
Architectural		
(projected sanitation refunds based on 2 per mo.)		**3000.00**
(This committee receives income (fees) and pays out (sanitation bond reimbursement). There has been no indication of wages to committee persons.		
Legal Fees	**2000.00**	
Total projected expenses 2005.....	**$ 76,450.00**	**$ 3000.00**

Projected income:

Operating income (As per Cynthia Blocker of assessments collected as of March 7, 2005)	**$ 70,000.00**	
Architectural fees (projected fees based on 3 applications per mo.) (new fee schedule)		**3,600.00**
Savings / Reserves (Projected assessments not yet collected)	**7,000.00**	

(2)

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Donations (Evertt Johnston's pledge to "childrens' park"	**1,000.00**	
Total projected income.....	**$ 78,000.00**	**$ 3600.00**

Thoughts to consider;

Over the last 6 years our professional fees have gone from $2000.00 to almost $20,000.

Our legal council (over the last 6 years) has gone from $170 to $3200.00.

About $14,000 per year was dedicated to road grading from '99 through '02 (excluding the $64,000 spent in 2000 the year of the asphalt paving which accounted for much of the grading cost). In 2003 we spent only $6600.00 on road grading. In 2004 we spent $0.

As landowners we need to define our priorities and dedicate our budget accordingly.

(3)

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Preliminary Architectural Fee Schedule

This fee schedule was created by keeping in mind some important factors. One of these is the impact that certain projects have on our roads, which has a direct influence on the costs to maintain them. The other factor is the time involved in processing various types of applications: as board members spend time on research, visiting build sites, phone calls, etc. these hours can easily become billable hours and cost money for the GLA.

In addition to these factors, we recommend that the Board take a flexible position regarding these fees and be willing to consider a fee reduction or waiver when circumstances warrant this.

As a starting point, we recommend that we continue to have a $25 processing fee for all applications. In some cases, we will also require the fully-refundable sanitation bond. This procedure is important to maintain due to the incentive it gives the landowner to clean-up after his construction, and to take the often over-looked step of asking for final approval when the project is complete.

Following is a breakdown of various types of projects and their recommended fees.

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Description	Recommended Fee (beyond $25)	Sanitation Bond
1. House Construction	$100	$250
This type of project requires heavy use of our roads. Vehicle traffic from contractors and delivery trucks can be ongoing for several months. The project usually requires a full review of plans by the committee, a visit to the build site, phone calls to landowner to clarify or acquire needed information, etc.		
2. Well	$15	$100
This requires some heavy equipment on the roads, but only briefly.		
3. Driveway	$15	$100
Brief use of heavy equipment on roads.		
4. Septic	$15	$100
Brief use of heavy equipment on roads.		
5. Package for House, Well, Driveway, Septic	$125	$250
It is common for these activities to be part of the same project. There is some time savings for the committee to review the application so we pass on a savings of $20		
6. Additions & Structures under 200 s.f.	$0	$0
This category is for small buildings such as barns, sheds, garages, etc. They do not have much impact on our roads.		
7. Additions & Structures 200–800 s.f.	$25	$250
These are mid-size building projects and have some impact on our roads, but not a great amount.		
8. Additions & Structures over 800 s.f.	$50	$250

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These are more major building projects and could have a fair impact on our roads, but not as much as a house project.

9. Mobile Home	$50	$100

This type of project has a fairly low impact on our roads since the house is already constructed. It is important to make sure the site is cleaned up after installation.

10. Subdivision	$50	$100

This type of project usually has very little impact on our roads. Mostly requires committee review time to inspect site, acquire and review necessary maps/paperwork.

11. Road	$100	$100

Roads are usually built to serve multiple dwellings, or multiple lots in a subdivision, and require varying degrees of road use for heavy equipment such as a grader, excavator, backhoe and gravel trucks. There may also be a fair amount of committee time involved.

12. Commercial/Institutional/Other	$250–$500	$250

This type of project is given a range because it can become a very heavy use of our roads depending on the size of the construction and length of time to build. It also may require a fair amount of committee review time due to considerations for parking, impact on neighbors, etc.

13. Fence	$0	$0
14. Sign Permit	$0	$0

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15. Variance

Variances will be categorized as follows:

a) Minor Variance $0 $0

Requires no extra road usage, creates no conflict with neighbors.

b) Major Variance ± $150 $0

Varying degrees of research, possible letters being sent to neighboring landowners, neighborhood meetings, phone calls, follow-up letters.
The initial payment of $150 would include:

1 mailing ($35–$70)
1 neighborhood meeting ($80)
1 follow-up letter ($35–$70)

The fee will vary depending on which services are required to handle the situation. The board will recommend a plan of action to the landowner who will then review and approve the plan before the board takes action.

16. Expediting Fee for processing application $100

If approval is needed prior to the monthly board meeting, the applicant has the option to pay an extra fee to have the committee process the paperwork outside of the meeting for a more timely response. This type of request involves a fair amount of committee time and project management including multiple phone calls, scanning of documents for e-mailing purposes, assisting landowner with application if not complete, composing letter in order to present application to board via e-mail or by personal delivery of documents, etc.

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

May 2, 2005

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1. Call to Order, Prayer

The meeting was called to order by James Kozlik at 6:55 p.m., at Golden Ratio Woodworks. Edward gave the opening prayer.
PRESENT: James Kozlik (President), Ronda Alexander (Vice-President), Janet Naclerio (Secretary), Edward Anderson, Allysa Angelis Allen, Laura Boise, Edwin Johnson, Orlando Johnson, Charlotte Mizzi, David Tonkin, James Trisdale
ABSENT: Joanna Snyder (Treasurer)
PROXIES: Joanna to Ronda
ALSO ATTENDING: Denise Orr (GLA Administrative Secretary), Everett & Mary Johnston (Landowners) and Carl Anderson (Landowner).

Opening Comments: The following matters were discussed:
(1) Ronda announced that she was resigning as Chair of the Complaint Committee due to the demand of time required for complaints on her already demanding schedule. Her resignation is effective as of 5/2/05. She will be available to help the Committee on a limited basis.

(2) The Board discussed setting aside time at Board meetings for visiting landowners.
MOTION: Ronda motioned and Edwin seconded to set aside at each Board meeting up to one hour of time during which landowners can present issues to the Board. The time set aside could be either from 7-8 p.m. or 9-10 p.m.
AMMENDMENT: Edwin motioned and Ronda seconded to amend the above motion to include that the Board will receive comments from all landowners who come to a Board meeting at the beginning of the meeting. The total time set aside for the visiting landowners will be limited to a total of one hour and will allow each landowner to speak for fifteen minutes. Landowners planning to address the Board will be encouraged to come during that time period. If an exception arises, the Board will address it at the time it occurs. **Motion carried.**

2. Reading and Disposition of the Minutes General Business. Approved 5 2 05.

April 4, 2005: The Board agreed to approve the April 4, 2005 meeting minutes by unanimous consent.

March 7, 2005: The Board agreed to approve the March 7, 2005 meeting minutes by unanimous consent.

November 1, 2004 Minutes: The Board agreed to approve the November 1, 2004 meeting minutes by unanimous consent.

Nov. 13, 2004 Annual Meeting Minutes: The Board agreed to approve the November 13, 2004 meeting minutes by unanimous consent.

3 General Business

3.1 Old Business

Establish completion date for list of all motions on the website.
Denise commented that she felt the motion project could be completed by the July 11, 2005 Board meeting. She added that the Board still needs to approve the budget expense for adding this link (for Board use) on to our GLA website.

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3.2 New Business.
The Board discussed Denise researching the possibility of holding Board meetings at the Episcopalian Church opposite the Emigrant Post Office.

4. Report of Officers and Committees

4.1 Treasurer's Report: Joanna Snyder, Treasurer. .

On behalf of Joanna, Ronda distributed the following documents, all of which were updated on 5/1/2005 and replace previously distributed bank transaction documents: "January 2005 Bank Transactions-Prepared Feb. 1, 2005," "February 2005 Bank Transactions-Prepared Mar 5, 2005," "March 2005 Bank Transactions-Prepared April 3, 2005" and April 2005 Bank Transactions-Prepared May 2, 2005."

Ronda also distributed "UnExplained Expenses, January 1 though April 29, 2005" and asked the Board to provide input (outside of meeting time) that might help explain the nature of the listed expenses.

4.1.1 Old Business. None.

4.1.2 New Business.

a. Status of Transition to new Bookkeeper.
Ronda reported the following:
(1) Rudy has transferred all bookkeeping files & duties to Ronda.
(2) Joanna plans to pay invoices on the 15th and 30th of each month. Therefore, invoices need to be delivered to Joanna prior to these dates.
(3) Ronda distributed "GLA Chart of Accounts, Accounting Codes: Content" which lists income and expense codes. She explained that the codes listed replace previous codes and are effective immediately. These codes should always be used when submitting invoices and requests for checks and petty cash. Ronda suggested that travel time for Roads and Weeds should be added. She requested that the Board review the new codes and contact her concerning suggestions for additional codes.
(4) Ronda distributed a new "Check Request" form (5 copies) and a new "Petty Cash Request" form (1 copy) to each Board member for their use. She explained that a check request form doesn't need to accompany an invoice as long as the invoice contains the information concerning codes and description, etc.
(5) Ronda has worked extensively to bring the Bookkeeper and Treasurer accounts into balance. She is developing a process to insure these accounts are always in balance.

b. Proposed 2005 Budget .
Ronda distributed: "2004 Budget vs.2005 Actual Expenses, January 1 through April 30, 2005"and "2004 Budget, 5/1/2005." She reviewed that the Board previously gave a temporary approval to use the 2004 budget as an interim budget for 2005 -- until a final budget was determined. The Board discussed various approaches to balancing the budget and prioritizing budget expenses. Each committee submitted bottom line budget requirements to Ronda.

c. Proposed Architectural Budget including revised Architectural Fee Schedule:
Alyssa distributed "Architectural Budget 2005" and "Preliminary Architectural Fee Schedule (Revised 5/1/05)

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d. Proposed Roads & Weeds Budget - including cost study for truck/plow for NG and proper equipment for knocking down weeds. JT submitted a budget proposal for Roads & Weeds. David submitted a budget proposal: "Chip Sealing and Placing Gravel Along the Edge of the Paved Roads in NG and Upgrading Roads in High South, 5/2/2005."

Ronda proposed that the Board make an immediate decision to divert GLA funds to the roads.
MOTION: Edwin motioned and Ronda seconded to authorize a $10,000 budget for road grading. JT will identify priority roads to be graded and facilitate this work a.s.a.p. Motion carried.

e. Proposed Complaint Budget: ?

f. Proposed Master Plan Budget: Charlotte submitted a proposed budget amount .

g. Proposed Recreation Budget: Janet submitted a proposed budget amount.

h. Proposed Website Budget: Edward submitted a proposed budget amount.

i. Proposed Treasurer Budget: ?

J. **Proposed Admin. Secretary Salary Budget:** Denise submitted a proposed budget amount.

4.2 Architecture Subcommittee Report: Ronda Alexander & Alyssa Allen (Co-Chair), Laura Boise

4.2.1 Old Business

a. Status of Paul Rantallo cargo units. Tabled.
b. Mediation for Zeman vs. Lot 33. Tabled.

4.2.1 New Business

a. Status of Written Vote for Parcel 54-B (SG)/Kenneth & Mary Ann Case: Proposed Residential Construction. Alyssa reported that the Board voted on April 12, 2005 (via e-mail and by verbal communication) to approve the application with the condition that disturbed land be reseeded after construction.

b. Lot 36-C (SG)/Zolynski-Scharping: Garage/Shop Application
MOTION: Edwin motioned and Charlotte seconded to approve the Zolynski-Scharping: Garage/Shop application on Lot 36-C (SG). **Motion carried.**

c. Lot 7-D (NG)/Arlene Hoag: Mobile Home Placement Application
The Board discussed the application. Although the mobile home is over ten years old, the photograph reveals that it is very nice in appearance.
MOTION: Ronda motioned and Edward seconded to approve Arlene Hoag's application for mobile home placement for Lot 7-D on the condition that the land be reseeded after construction (NG). **Motion carried.**

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d. Lot 58 (SG) Michael Rosa: Driveway and Well Construction

Alyssa explained that prospective buyer Rosa wants to put in a driveway so that a well can be dug. If water found, he will purchase the land; if there is no water, he won't buy it. David & Alyssa inspected the land.

MOTION: Alyssa motioned and David seconded to approve the driveway and well based on the following conditions: (1) The driveway be located at the currently marked location, up to 40 feet further south on Hercules, allowing the necessary 240-foot sight distance (2) A 10% grade on the driveway is not exceeded; (3) If the driveway becomes permanent, the sagebrush and juniper tree that would otherwise block the visibility of the driveway to oncoming traffic must be removed; (4) The GLA receives a notarized letter, signed by the current owner, Larry Azure, giving permission to Michael Rosa to have the driveway work done and the well dug; (4) The down sloop of the driveway must be reseeded after construction and; (5) The GLA receives the $250 bond. **Motion carried.** (1 abstention from Janet, who stepped away during application review).

e. Parcel 103 (SG)/George Heinz. (Bert Otis is former Parcel owner); Driveway & House Application

Alyssa and David visited the site and saw that the driveway was being built prior to GLA's reviewing this project application. There had been an easement allowing access to Parcel 103 through Parcel 101, which has now been terminated because a house had been built in the middle of this easement, making no longer viable as an access route. Alyssa learned after speaking to Bert Otis' wife, that they chose to sell the land (Parcel 103) only to someone who was willing to work out a solution which would not force the owners of Lot 101 to move their house. As a solution to providing access to Parcel 103, a new easement agreement was made between Bert Otis and Parcel 103 owners, William Casburn, Constance Beakley-Casburn and Rasa Terese Slavenas, This new easement agreement was reached prior to Bert Otis selling the parcel to Megan and George Heinz. Glastonbury currently has an easement which goes through Parcels 101 and 103 to access Mountain Sky Ranch. A portion of the new driveway being developed by Megan and George Heinz uses this undeveloped, 2-track, platted Glastonbury road; then the driveway veers off onto Parcel 101, using the new easement to do so. The Heinz's have acknowledged that Glastonbury has an easement going through their property, and that they respect that easement.

David reviewed that as long as the GLA has an easement through Parcels 101 and 103, it appears that the GLA is safe to use the new easement established between Parcels 101 and 103, which follows the new driveway loop, and then resumes its original course past the driveway. If our access route is to follow this new driveway, then Glastonbury would have to be included in this new easement agreement with Parcels 101 and 103.

MOTION: Edwin motioned and David seconded to inform Heinz that the GLA is in the process of reviewing the application for the new driveway and house on Parcel 103. The Board is inclined to approve the driveway if the following preliminary requirements are met:

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(1) Any portion of the GLA road/easement that must be changed from the original pathway must be drawn up in a clear fashion for the GLA records;
(2) If the GLA is to use this new easement, it must be surveyed by a registered surveyor at Heinz' expense;
(3) All additional costs and expenses involved in this easement change must also be covered by Heinz. **Motion carried.** (6 in favor and 3 opposed.)

4.3 Road & Weed Committee Report

4.3.1 Old Business

a. Everett Johnston's gate related letters. Everett and Mary Johnston stated that their primary concern regarding the gate is for security purposes. They do not object to pedestrian traffic, but would like to prevent vehicle assess to the area beyond the gate by keeping the gate installed and closed at all times. There has been a history of people driving through the gate and partying in that area which creates the risk of fire, etc. If it appears that keeping the gate closed doesn't prevent this type of activity, the Johnstons will contact the Board for approval to lock it.

JT stated he was concerned that the gate would prevent landowners in the Hercules canyon from having a fire exit. Orlando expressed concern about the easement rights of neighbor, Pete Story. The Board discussed other aspects of the gate issue with the Johnstons and informed them that (1) The GLA would consult with our attorney about this matter; (2) A decision concerning the gate would be made by the June Board meeting, and: (3) The Johnstons would be contacted and informed about the Board's decision. The Johnstons agreed with this plan. In the meantime, all agreed that the gate would remain closed, but not locked.

MOTION: David motioned and Alyssa seconded that Jim Kozlik and Orlando will consult with our attorney concerning the gate. **Motion carried.**
Ronda requested that Jim and Orlando send the results of their meeting with our attorney to the Board via e-mail.

b. Establish completion date for installation of guard posts around High South fire fighting water tank. Tabled.

e. Status of Dubiel redirecting culvert and repositioning rock pile for Rantallo culvert. Tabled.

f. Status of Rantallo uncovering culvert. Tabled.

g. Establish completion date for Road Maintenance/Improvement Report. Tabled.

4.3.2 New Business.

a. Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG). Tabled.

4.4 Complaint Committee Report: Ronda Alexander (Chair), Cynthia Blocker, Joanna Snyder.

4.4.1 Old Business

a, Status report on attorney letter to Hansard, Ronda reported that the injunctive relief against Hansard is on hold until GLA has an approved budget that will cover this cost.

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b. **Status of Parcel 32 (NG) Ullrich.** Ronda reported that work on this complaint is on hold and that someone will need to oversee it. A payment plan needs to be developed.

c. **Update with attorney's response to Rakela full-petition request.** Tabled.

d. **Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter.** Tabled.

e. **E. Schieffelin re: excessive vehicles on 38-A (NG).** Tabled.

4.4.2 New Business

a. Proposal: Complaint Procedure

• Review Complaint Proposal at May Board meeting. Tabled.

4.5 Land Use Master Plan Committee Laura Boise, Orlando Johnson, Charlotte Mizzi, David Tonkin

4.5.1 Old Business. None.

4.5.2 New Business.

a. Status of Master Plan proposal.

Charlotte stated that she e-mailed questions regarding the Master Plan to the Board. (This report was not completed)

4.5.2 New Business

4.6 Recreation Committee: Laura Boise, Edwin Johnson, Janet Naclerio & Edward Anderson (alternate).

4.6.1 Old Business. None.

4.6.2 New Business.

a. Status of checking account for GLA Recreation Committee. Tabled.

b. Status report on PVRC Phase I Special Committee results. David reported that the Phase 1 Committee has had several meetings in the last month and a half. The Bylaws are almost complete. The lease agreement and a letter to Robert Wallace need to be finalized.

c. Status report on PVRC Phase II Special Committee results. N/A.

d. Review PVRC Survey and provide feedback at May Board meeting. Tabled.

e. Status of PVRC Walkathon proposal. Tabled.

4.7 Web Site Committee: Edward Anderson (Chair)

4.7.1 Old Business.

4.7.2 New Business

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Approved: 06 06 05-FINAL

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4.8 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG)

5. Other Business

5.1 Shelter Insurance *[Orlando]*. Tabled.

a. List of points to consider regarding shelter insurance

5.2 Including Parcels in GLA. Tabled.

a. Filing resolution to include parcels 23-A (SG) and 14-A (NG) in Glastonbury.

6. Open Floor and Comment Period. Tabled.

(1) Meet needs of landowners/Board when unexpected issues delay Board business
(2) Volunteer Confidentiality Agreement and Standards
(3) Review what will be adopted/modified from the Robert's Rules of Order handout distributed at the 3-7-05 meeting
(4) Agenda items for future meetings
(5) What worked/what didn't; suggestions to improve meeting (Handouts)
(6) Results of Neighborhood Meetings
(7) Revise Board Election form to include duties and skills needed
(8) Transition Plan for new Board Members

7. Next Meeting and Adjournment

The meeting was adjourned at 11 p.m. with unfinished business. The Board agreed to meet again on May 16, 2005 at Golden Ratio Woodworks Cafeteria, 6:45 p.m. to complete unfinished business, specifically to approve the 2005 budget. The Board will next meet on June 6, 2005 at Golden Ratio Woodworks Cafeteria, 6:45 p.m.

NEW ACTION ITEMS:

GB050205.1 *Denise:* Complete motions for website by July 11.

GB050205.2 *Denise:* Research new Board meeting location at Episcopalian Church. **Done.**

TR050205.1 *Board:* If appropriate, contact Ronda regarding nature of any of the expenses listed on "UnExplained Expenses, January 1 though April 29, 2005."

TR050205.2 *Board:* Review "GLA Chart of Accounts, Accounting Codes: Content" & contact Ronda with suggestions for additional codes.

TR050205.3 *Board:* Review revised Architectural Fee Schedule, 5/1/05.

TR050205.4 *JT:* Identify priority roads to be graded and facilitate this work a.s.a.p. with $10,000 budget.

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AR050205.1 *Denise/Alyssa:* Draft/mail approval to Zolynski-Scharping. **Done.**

AR050205.2 *Denise/Alyssa:* Draft/mail approval to Arlene Hoag **Done.**

AR050205.3 *Denise/Alyssa:* Draft/mail approval to Michael Rosa: **Done.**

AR050205.4 *Denise/Alyssa:* Draft/mail preliminary consideration to approve driveway to George Heinz.

RW050205.1 *Jim Kozlik/Orlando:* Consult with attorney re: Johnston gate issue and e-mail the Board with results.

RW050205.2 *Jim Kozlik/Orlando:* Facilitate the Board's final vote on gate issue and inform E. Johnston.

CP050205: *Board:* Determine new Complaint Committee Chair and/or the handling of pending complaints.

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