

## Trustee/Committee/Homeowners Meeting 4/13/20-4/21/20

### Attendees (4/13):

David Lewis  
Ann McNeil  
Todd Russom  
Melissa Huelskamp

### Attendees (4/21):

David Lewis  
Ann McNeil  
Todd Russom  
Melissa Huelskamp  
Andrew Denningmann (Westport Pools)  
Sue Marten

### 4/13 (Impromptu Meeting)

- David explained the billing/bill approval process with using DNI Property company. Trustees need to approval the billing before DNI pays out.
- Past process for rental properties in Bear Creek was discussed. Residents should refer to the C&Rs. In the past, residents have contacted the board of Trustees with the interest of renting and present the lease to the Trustees to make the decision on if the resident can or cannot rent the property.
- Discussed current violations on properties – all issues are closed/in the process of being addressed.
- Melissa will send the Trustees a list of residents with unpaid balances. The list will include the prior balance from DNI and the balance stated in Quickbooks. Trustees will discuss how to handle/reconcile this information.
- Discussed idea of a Little Library for Bear Creek. Little Library is low maintenance. Does require a cost to assemble. Would be placed on Bear Creek property in a high traffic area. Trustees are in favor, will discuss at official meeting – 4/21.

### 4/21 (Official Meeting)

- Bear Creek pool is on the schedule to be opened. Pool needs to have maintenance/cleaning done prior to opening. Will need guidelines from the state on when it's safe to open things back up/how to safely hand out pool passes.
- Pool would need to be drained clean/filtered with water prior to opening. Andrew will start/complete the cleaning/draining by end of next week (4/24).
- MPM (Lifeguards) has staffing in place. Experienced a few delays with training, but have existing certified resources.

- We will need to look at possible guidelines on how many people will be allowed at the pool at one time. This will be something the lifeguards can take count of if needed.
- Andrew will touch base with Rene to ensure Sue is kept in the loop for guard training/details.
- Pool Pass Handout – 5/16, 5/17, 5/23 10-2pm. Melissa will order signs. Sat, 5/16 (Todd/Sue), Sun, 5/17 (Ann, Melissa), Sat, 5/23 (Sue/David).
- Sue will pick up passes/pool signature form from Rita.
- Planning to open pool Memorial Day weekend. Any adjustment would be based on state/county health guidelines.
- Melissa to ask DNI to provide Trustees with a spreadsheet list of residents that have prior balances due. Trustees will approve. DNI will send letters to those residents; Melissa will supply DNI with a sample template.
- Discussion of tree removal in front yard. Currently, there must be 2 trees per the C&Rs, but we may put forth a vote at the next homeowners meeting to determine number of trees required/if trees should be required in yard.
- Ann Marie will run a query from Quickbooks to determine homeowners that have a current violation fine. This should be turned over to DNI for them to update their records. Moving forward, Melissa will not record fines in Quickbooks, but will turn this information over to DNI to keep with their records.
- Little Library discussion will be on the agenda for the Feb 2021 homeowners meeting. Bear Creek has sufficient funding for this initiative, would be looking for a committee to help maintain this.
- Next Bear Creek meeting will be held on Tues, 5/19 at 6pm. Melissa will reserve clubhouse.