

# Aspen Cove HOA board meeting

November 21, 2025

Jensen's cabin

***In attendance: Scott & Becky Harding, Keith Jensen, Tiffany Jones, Rob Balter, Bob Fairbanks, Keri Huntsman***

1. Approve minutes from the last meeting.

***Keith motioned to approve the Sept minutes, Scott seconded.***

2. Current items the board has been working on:

◆ Drop Box usage. Currently we will have Keri, Keith, Bob, Rob and Scott having access.

***Keri said she changed the password and shared it with those who needed to know.***

◆ Determine CPA representation.

***Still looking at options. Tiffany said that there is one in Salem—Rick Ainge. Scott and Rob will begin the vetting process to hire a CPA.***

◆ 2026 Budget preparation

***Fobs costs discussion***

◆ Review of CCR's ('26)

***We will start doing this review in 2026. Tiffany said to take out the part that says we need to report to the county when we are fining for weeds. Tiffany said she called and the county doesn't care to know. Bob talked about in the past there have been multiple CCRs because there was a new set every time they opened a new plat. CCRs must be approved by the members but the Rules and Regulations don't need approval by the members.***

***Scott we must follow the rules for everyone operating within the state HOA rules. Discussion about the CCRs and rules and compliance issues.***

3. Treasurer: Rob Balter

○ October bills to approve. HANDOUT

***Rob passed around the October bills. He had to do two separate reconciliations on both the closed checking account (some things are still hitting that account) and the active checking account.***

***Keith motioned to approve the October bills, Scott seconded. All board members were in favor.***

***October bills:***

***QuickBooks convenience fees for fob payments--\$72.78***

***Stamps--\$77.75***

***New checks—\$22.55***

***Rocky Mountain Power—\$687.89***

***CentraCom—\$74.20***

***Transfer to old checking account--\$1,000.00***

***TOTAL--\$1935.17***

- Dues and Assessment fees still owed and past due accounts update (plus the timeframe for collections moving forward).

- Darren Nord is the only outstanding owner with fees and fines. Adding lien to property.

***The state HOA board. They voted in favor of the HOA and we will start the process of placing a lien on his property. And he will need to pay his dues in order to have the lien lifted. Rob asked if we should send him to collections? Scott said yes.***

- Reserve account and budget update and analysis. HANDOUT

***Rob explained the reserve account spreadsheet. Right now, we have \$108,000 left in the account and that will cover what is needed. Rob passed out the checking account spreadsheet and explained the updated budget.***

4. Architectural: Keith Jensen. (Supported by Bob Fairbanks)

- Current build projects in process:

- Process for approving projects moving forward will be reviewed and approved by Keith and at least one other person. (Bob Fairbanks, etc.)

***Keith shared that he approved the Simonsen cover.***

***Keith said the new cabin builds look good.***

***Discussion about developments in the area outside of Aspen Cove.***

***Keith asked if there is a reason there are so many people selling their cabins. Keith wondered if the HOA needs to be doing something different? Tiffany said everyone has a different story. If there is anything the HOA could do, it would be to develop more of a community feel. Should we do potluck dinners in the summer, open houses. Ideas: Frisbee golf, movie nights, 5K & pancake breakfast, etc. It might be good to have an activities committee.***

5. Water System/Roads: Nicole White and Lee Edwards

- Water Monitoring Control has been installed. It will notify us via email when the tank gets below 40%.

***The new system only tells us when it gets below 40%. The system notifies those who are on the list.***

- Asphalt milling upgrade update and discussion.

- We plan to have the areas "fine-tuned" in the Spring. Cost should be under \$12,000

***Scott said we still haven't gotten a bill from VanSickle's company. We do have a good base for the spring.***

- A few questions were brought up last meeting with regard to the monthly water report. What is involved and the purpose of the report. Weekly a reading is taken so we can see how many gallons are being used each week. This is primarily to see if there are spikes in usage, which would indicate a leak. Lee has suggested we could add WIFI and a camera

***James sent the monitoring logs. The purpose is to see if there are big differences that may indicate a leak. Having a camera in the pump house might help us monitor better and more often. Overall feeling from those in the meeting, feel like it would be a good idea. Scott will tell Lee to look into it.***

6. Common Areas/Compliance Issues: Doug Huntsman (supported by Allen Rowe)

- Fines and/or violations in process:

- Simonson's update

***The cover is in and Keith approved it.***

- Lot 90 update on boats being removed.

***Boats have been moved.***

- What is the definition of “approved screening” for trailers?

***Discussion about ‘approved screening’. At some point we need to address it.***

- Now that we have the ability to hold people more accountable, it may be good to discuss to what level and method we choose to do that. (For instance, 11/19 @ 4:03 pm a resident pulled through the rear gate with a trailer heading in to the community.)

***Scott shared his concern about what we do when we see infractions. Scott was able to identify which cabin through the gate fob identification system. Tiffany said she thinks he needs to be emailed to give him a warning. Keri will let Doug know to contact the cabin owner about the trailer coming in the back gate without prior permission.***

***Keith asked if the November 1<sup>st</sup> date should be changed and/or be more flexible based on weather conditions. Discussion about changing the November 1<sup>st</sup> date and about special considerations. It was decided to let members know they can contact the HOA board if there is no snow after the November 1<sup>st</sup> date for permission to have trailers on the roads.***

7. Security and Gates: **OPEN BOARD POSITION** (supported by Todd Jones and Bob Conner)

- Accessibility and gate updates:

***Scott talked through the items below.***

- No more Door King at front gate.
- Updated to CentraCom. WIFI, expense, etc.
- Access for cameras, training, etc.

***Bob Fairbanks would like to be trained on the cameras along with Scott and Keri.***

- Monthly reporting options

***Looking at usage and for anything out of the ordinary.***

- Vendor accessibility and lock boxes:

- RMP and CentraCom have back gate lock boxes.
- Fire Dept requested 1 key fob, sent to Captain Matt Montoya.
- UPS requested front gate code and will deliver in the community.
- First Call Propane has requested back gate access. Thoughts?

***Scott said Ben called him and requested access but we decided last month not to grant back gate access. Keri can give him a code for the front gate.***

- Any others needing to be considered?

***Discussion. Decided there are no others at this time. Requests will be considered by contacting the board.***

***Scott paid for the signs so we will have signs ready to install soon.***

8. Weeds/Fire Management: (supported by Tiffany Jones and Crystal Edwards)

***Discussion about Lot 90. They asked Tiffany if someone sprays the weeds. It will be a big job in the spring. Lot 90 has been invoiced a fine.***

9. Secretary: Keri Huntsman

- Neighborhood directory.

***Ask members at the January meeting if they would like to be on the Aspen Cove directory.***

- Snowmobile parking map

***Distribute the snowmobile parking map in the email—Scott will send to Keri. Keri will send it out and remind people NOT to park in lake/boat parking.***

- January meeting notice

***Keri will send out the meeting notice and Zoom link for January meeting.***

***Discussion about Zoom meeting access to monthly board meetings. It was decided that we would not do Zoom meetings. If members have an interest in attending board meetings, we would like them to attend in person.***

10. Next meeting date and location?

- Propose no meeting in December.

***It was decided there will be no HOA board meeting in December.***

- Should we have a meeting in January before the annual meeting? (Could be a Zoom meeting or in person?)

***Discussion about preparing a PowerPoint. Keith suggested a board panel—update on committees.***

***General Meeting—January 13<sup>th</sup> @ 6:30***

***Board Meeting—January 5<sup>th</sup> @ 6:30 (Keri will set up a Zoom meeting) and send the link to the board.***

***Meeting adjourned @ 9:45 pm***