

**SCRO BoD Regular Monthly Meeting for February 2026  
Thursday, February 5, 2026, 8:30-10:00am on Zoom**

**Agenda Packet**

*Zoom link: <https://tinyurl.com/prer5uav>  
(instructions for Zoom are on page 7)*

**Call to order**

Welcome to all.

This meeting is being audio- and video-recorded and will subsequently be published to a publicly accessible website. If you do not wish to be part of the recording, please take steps now to protect your identity. You may keep your camera turned off, you may use a meeting identifier other than your name, and you may decline to participate in the meeting.

Please keep your mic muted except when you are actively speaking. This will help manage background noise.

Individuals wishing to speak during the “Community input” portion of the meeting are requested to post their first and last names, and their relationship with the community (property owner, property tenant, prospective owner, representative from another community or organization, etc.) in the meeting room chat as early in the meeting as possible. The message should be visible to “everyone.” Community members may speak even if they are not a member of SCRO.

Individuals wishing to speak but who are participating via phone call can request to be added to the queue at this point in the meeting.

**Roll call**

President: Nancy Frase  
Vice-President Josabeth (Jo) Way  
Secretary: VACANT  
Treasurer: Dagmara (Mara) Rodriguez-Walters  
At Large Member: Scott Cessac  
At Large Member: Margie Palmer  
At Large Member: VACANT

*Four board members are required for a quorum*

**Review of agenda**

Discussion: Consider requests for modifications to the agenda

## **Community Input**

Community members wishing to make a public comment will be called upon in the order they added themselves to the meeting room chat. Individuals participating via phone call will be allowed to comment before those participating via the audio/video interface.

When you are recognized, please unmute your mic, then state your name and your relationship with the community. Then, begin your comments. You are encouraged to be prepared, and comments will be limited to five minutes. Comments are to be respectful (i.e., no personal attacks) and relevant to the Sangre de Cristo Ranches community. Please be aware that your comments are being audio- and video-recorded, and will subsequently be published to a publicly accessible website.

The SCRO BoD will not respond to any questions or comments made by community members during this section of the meeting, through it will take all input under advisement.

## **Review of meeting minutes**

Discussion: Consider requests for modifications to the minutes from the November 6th, 2025, regular board meeting (see attachment "DRAFT November Minutes")

Vote by voice: Motion to "approve the minutes from the November 6th, 2025, regular board meeting as presented [with the following amendments...]"

Discussion: Consider requests for modifications to the minutes from the December 4th, 2025, regular board meeting (see attachment "DRAFT December Minutes")

Vote by voice: Motion to "approve the minutes from the December 4th, 2025, regular board meeting as presented [with the following amendments...]"

## **Review of outstanding action items**

Discussion: Review the status of outstanding action items (see attachment "Action Items")

- Red items will be addressed at this point in the meeting
- Blue items will be addressed later in the meeting

## **Ratification of actions taken outside of a properly noticed board meeting**

None

## **Miscellaneous administrative matters**

Board meeting schedule: Discuss a potential modification to the schedule of board meetings (per concerns about schedule conflicts expressed by several board members).

Fiesta de Santiago y Santa Ana in San Luis, July 23-26, 2025: Discuss possible SCRO presence during this fiesta (per request of Board Member Way).

## Insurance

Background: SCRO has been purchasing insurance through Mountain West Insurance & Financial Services, LLC. Within the past week or so, our account was handed off from agent Joe Stewart (Glenwood Springs) to agent Brady Cox (Craig, CO, same company, different department). In response to Action Item #313, Board Member Frase researched the necessity of and options for these insurance policies. Three types of insurance are relevant to this discussion:

### Directors and officers (D&O) policy:

- See attachment "COMMUNITY ASSOCIATION EXECUTIVE..."
- Purpose: Indemnify leadership against suits regarding decisions made by the leadership (mismanagement, fiduciary breaches, or fraud)
- Underwritten by Philadelphia Indemnity
- Required by Article VII, Section 10 of the bylaws: "The Board shall maintain Liability Insurance issued by a carrier duly authorized and licensed to operate in the State of Colorado to insulate individual Board Members, employees or others acting on behalf of the SCRO from personal liability."
- It is vital that coverage continues uninterrupted (although not necessarily with the same carrier) so that current lawsuits stemming from historical decisions will be covered by the current policy.
- Last year's premium was \$2,399 for coverage of 400 members
- This year's premium is \$1,817 for coverage of 200 members (Board Member Frase reduced the number of members on this year's renewal application to reflect current lower numbers)
- Payment is due now (within the next couple of weeks) – Board Member Frase will forward the link for digital payment to Board Member Rodriguez-Walters

### Fidelity bond:

- See attachment "CNA Surety...Final Notice..."
- Underwritten by CNA Surety
- Payment is due tomorrow (Friday) for \$1,023.15 for 3 years of coverage
- This is a BOND – or financial guarantee – It is NOT an insurance policy
  - It does not provide coverage
  - It is a guarantee that if there is a loss, the association will be able to financially cover the loss
  - Usually for contractors, property managers, or those providing services to someone else
  - A additional Crime Insurance Policy would have to be in place for anything to be covered for embezzlement
- The bylaws state: "The President and Treasurer may be bonded by an insurer authorized to operate in the State of Colorado at the discretion of the Board." So, we are not obligated to keep this coverage.
- When Board Member Frase questioned the agent about whether SCRO needs this coverage, the agent expressed some doubt, although he said he didn't have access to the original application/policy that put this coverage in place back in (1999?).

General/public liability:

- In 2019-2020, there was a package policy in place through Mountain West that included general/public liability; it was discontinued by SCRO for unknown reasons
- SCRO does not currently have general/public liability coverage
- The bylaws state: "The Board shall secure sufficient amounts of Public Liability Insurance to cover reasonably foreseeable outcomes when the SCRO is conducting and/or participating in events involving the public's participation."

Discussion: Determine next steps for each of the three types of insurance.

**Board member/officer resignations**

Discussion: Consider the resignation of board member and secretary Mike Powell, effective January 22, 2026:

Email from Board Member Powell on January 3, 2026:

"Hello Nancy and Vice President Josabeth. I hope everyone's New Year is off to a good start and the pleasant weather is providing an opportunity to prepare for the winter weather that will undoubtedly eventually arrive.

I am very pleased to see the positive direction SCRO is taking and very, very impressed with the organizational abilities Nancy brings to the table.

I will resign my position on the Board at the conclusion of the January work session which I think will likely be 1/22. I have many interests and activities and must "right size" going into 2026. I leave you all with my sincere best wishes and from that time on I will cheer from the sidelines.

Many Thanks!  
Mike Powell"

Vote by voice: Motion to "accept the resignation of board member and secretary Mike Powell, effective at the conclusion of the January 31<sup>st</sup> membership meeting".

Discussion: Consider the resignation of board member Steve Navratil, effective January 10, 2026:

Email from Board Member Navratil on January 10, 2026:

"Hi everyone,

Given my last message to Nancy, and the content of this message after it, I must now admit there is no more point of my being involved with SCRO. I have attached my resignation, effective immediately as of January 10, 2026, as an at large member of the SCRO board and a request to terminate my membership in SCRO as well. My evaluation of the prospects of SCRO as an organization has concluded.

Please remove my likeness from the SCROcommunity.org web site and my name from any mailing or other lists it may be included in. Thanks-

Good Luck and Goodbye.

Steve-“

The attached letter of resignation:

“My participation on this organizations board was subject to a discovery process of the administration, planning, and ability to move beyond previous incarnations and the bad decisions it made in the past. That process is now concluded.

Effective immediately, I am resigning my position as a board member at large of Sangre de Cristo Ranch Owners, Inc. I am also terminating my membership in that organization as well.

Goodbye.

Steve Navratil”

Vote by voice: Motion to “accept the resignation of board member Steve Navratil, effective January 10, 2026”.

Discussion: Determine the process for appointing a new secretary.

Vote by roll call: Motion to “appoint [name] to the position of secretary”.

## **2026 Annual Election**

Discussion: In response to Action Item #135, consider the possibility of additionally including non-board positions in the election (e.g., newsletter editor, nomination committee members).

Presentation: In response to Action Items #293/#294, Board Member Frase will give a presentation on the proposed process and timeline of membership voting, especially in relation to the upcoming annual elections (see attachment “Membership Voting”).

Discussion: Establish the process and timeline for membership voting, especially in relation to the upcoming annual elections.

## **Dissemination of information to members**

Presentation: In response to Action Items #331 & #332, Board Member Frase will give a presentation on the various types of information SCRO may wish to disseminate to its members, the different target audiences, and various the means by which dissemination may occur (see attachment “Information Dissemination”).

Discussion: Determine the means by which each type of information may best be distributed to which subsets of the membership.

Discussion: Determine if SCRO should put a link on its website for the Sangre de Cristo Ranches (Community) Facebook Group. If so, determine the language that should be included in the description of that link.

Discussion: Determine if SCRO should create a Facebook account that would be used to post content to various local Facebook groups. If so, determine the logistics for managing the use of that account.

### **Newsletter proposal**

Presentation: In response to Action Items #333 & 334, Board Member Palmer will give a presentation on the proposed logistics specific to the newsletter (see attachment “The Piñon Newsletter Proposal”).

Discussion: Provide feedback on the proposed logistics specific to the newsletter.

### **Announcements**

Next social event: TBD

Next regular board work session: Thursday, February 19, 2026, at 8:30-10:00am on Zoom (unless rescheduled or cancelled)

Next regular board meeting: Thursday, March 5, 2026, at 8:30-10:00am on Zoom (unless rescheduled)

Next regular membership meeting: Saturday, May 2, 2026, at 10:00am-12:30pm on Zoom (self-organized small groups encouraged)

### **Adjourn**

## **About Zoom**

Zoom link: <https://tinyurl.com/prer5uav>

Zoom meeting ID: 834 9260 1289

Zoom passcode: 543203

To join the Zoom meeting using audio and video:

- 1) Ahead of the meeting, download the Zoom app from the appropriate app store onto a device that has speakers, a mic, and a camera (camera is optional). You only need to do this one time.
- 2) A few minutes before the meeting, either click on the Zoom link (provided above) or, from within the app, click the “Join” button and enter the meeting ID & passcode (provided above).
- 3) You will be presented with a screen in which you can adjust your audio and video settings. When you are ready to join the meeting, click the “Join” button and you will be placed in the meeting’s waiting room.
- 4) The meeting host will admit you into the meeting.

You can also dial-in from your phone (voice only):

- 1) Call 719-359-4580.
- 2) When prompted, entering the meeting ID (provided above) followed by the pound key.
- 3) When prompted for participant ID, just press the pound key (you don’t have a participant ID).
- 4) When prompted, enter the meeting passcode (provided above) followed by the pound key.
- 5) You will be placed in the meeting’s waiting room.
- 6) The meeting host will admit you into the meeting.

**SCRO BoD Regular Monthly Meeting: November 2025**  
**Thursday, November 6, 2025, 8:30-10:00am on Zoom**

**Draft Meeting Minutes**

*Bracketed numbers show the related time marks within the video recording of the meeting*

**Call to Order [Part 1, 1:22]**

The meeting was called to order at 8:33am by the meeting chairperson, Board Member Frase.

**Roll Call [Part 1, 2:44]**

President: Nancy Frase - PRESENT  
Vice-President: Jo Way – ABSENT (gave notice at 7:52am)  
Secretary: Mike Powell – PRESENT  
Treasurer: Mara Rodriguez-Walters – PRESENT  
At-Large Member: Steve Navratil – PRESENT  
At-Large Member: Scott Cessac – PRESENT (arrived at 8:37am)  
At-Large Member: VACANT

Four of six members were present at 8:33am; a quorum was established. Five of six members were present at 8:37am; a quorum continued to be present.

**Review of Agenda [Part 1, 3:36]**

The board considered requests for modifications to the agenda; no requests were heard.

**Community Input [Part 1, 3:56]**

No community members spoke.

**Review of meeting minutes [Part 1, 4:14]**

The board considered requests for modifications to the minutes from the October 2<sup>nd</sup>, 2025, regular board meeting; no requests were heard.

Board Member Rodriguez-Walters moved to approve the minutes from the October 2<sup>nd</sup>, 2025, regular board meeting as presented; Board Member Navratil seconded the motion. A voice vote resulted as follows: The yeas prevailed; motion passed. (Board Member Frase took the motion and second but then forgot to actually conduct this vote at this point in the meeting; rather, the vote was conducted later in the meeting [Part 1, 15:27 in the video].

## **Review of outstanding action items [Part 1, 5:34]**

The board reviewed the status of outstanding action items. Updates of note include:

- AI #49: Board Member Rodriguez-Walters reported that SCRO was able to acquire a debit card attached to SCRO's bank account; this will facilitate online payments that have historically been paid for through board members' personal credit cards then reimbursed. In the past, the bank has not been willing to provide a debit card because of the two-signature requirement (contained in SCRO's bylaws) associated with check-writing. However, as long as SCRO has a controller (in this case, Board Member Rodriguez-Walters), the bank is willing to issue a debit card. Board Member Frase accepted responsibility for the existing related action item (#30) to "lead a discussion on how the two-signature requirement in the bylaws could be met when a debit card is used for payment."
- AI #299: Board Member Rodriguez-Walters reported that the current year's member roster is up-to-date and that she is contacting people who have been members in the past to encourage them to re-join.
- AI #32: Board Member Rodriguez-Walters and her husband conducted a detailed inventory of the contents of the storage unit. The unit contains about seven boxes of paper files (going back to the 1990s) as well as a grill and multiple boxes of miscellaneous items (Christmas decorations and a Santa suit, etc.). Next steps include deciding how to scan and store digital copies of the paperwork and how to dispense of or store the miscellaneous items; these topics need to be discussed in future board meetings and/or work sessions.
- AI #297: Board Member Rodriguez-Walters reported she is almost finished with the draft of the member welcome packet. The next step is for the board to review the draft at a future board meeting and/or work session.

## **Ratification of actions taken outside of a properly noticed board meeting [Part 1, 14:03]**

The board reviewed one action taken outside of a properly noticed board meeting:

Action #1 on 10/24: During the Oct 16 work session, Board Member Way accepted an action item to follow up with the original board member candidates that were considered for appointment on Sep 4<sup>th</sup> to see which one(s) are still willing and able to be considered for appointment during the current (Nov 6<sup>th</sup>) board meeting. This resulted in the identification of one viable candidate, Margie Palmer. The board voted, via email, to not recruit additional candidates and to consider Ms. Palmer, alone, during the Oct 6<sup>th</sup> board meeting.

Board Member Cessac moved to ratify action #1 as presented; Board Member Powell seconded the motion. A voice vote resulted as follows: The yeas prevailed; motion passed.

## **Board member/officer resignation/vacancy [Part 1, 16:00]**

The board discussed the resignation of Board Member Eric Averett; the board expressed their appreciation for his willingness to play an important role in SCRO's efforts to serve the Ranches community.

Board Member Powell moved to accept the resignation of Board Member Averett, effective October 13, 2025; Board Member Rodriguez-Walters seconded the motion. A voice vote resulted as follows: The yeas prevailed; motion passed.

The board discussed the appointment of Margie Palmer to SCRO's Board of Directors.

Board Member Powell moved to appoint Margie Palmer to SCRO's Board of Directors; Board Member Rodriguez-Walters seconded the motion. A roll-call vote resulted as follows: Yeas – Frase, Powell, Rodriguez-Walters, Navratil, Cessac; Nays – None. Motion passed 5-0.

## **Miscellaneous administrative matters [Part 1, 19:36]**

No miscellaneous administrative matters were presented or discussed.

## **Water rights attorney [Part 1, 19:48; Part 2, 0:00]**

Board Member Rodriguez-Walters moved to enter into an executive session to discuss the latest update from SCRO's water rights attorney; Board Member Cessac seconded the motion. A roll-call vote resulted as follows: Yeas – Frase, Powell, Rodriguez-Walters, Navratil, Cessac; Nays – None. A voice vote resulted as follows: The yeas prevailed; motion passed.

The board members moved into a private meeting Zoom room for the executive session. After the executive session, the board returned to the main Zoom room.

Board Member Powell moved to suspend the performance of legal services by SCRO's water rights attorney; Board Member Rodriguez-Walters seconded the motion. A roll-call vote resulted as follows: Yeas – Frase, Powell, Rodriguez-Walters, Navratil, Cessac, Palmer; Nays – None. Motion passed 6-0.

Board Member Rodriguez-Walters moved to approve the payment of the additional approximate \$90 currently owed to the water rights attorney that is above and beyond the \$7,000 expenditure previously authorized by the board; Board Member Palmer seconded the motion. A roll-call vote resulted as follows: Yeas – Frase, Powell, Rodriguez-Walters, Navratil, Cessac, Palmer; Nays – None. Motion passed 6-0.

## **Budget [Part 2, 2:58]**

The board discussed the long-term strategy for SCRO's budget (see agenda attachment "Financial Summary"). Comments included:

- SCRO's outgo significantly exceeds its income; the board needs to cut expenses and increase revenue; the board is working to increase membership by increasing

the benefits of membership; the board is considering transitioning to a 501(c)(3) nonprofit status to increase fundraising options.

- Board Member Frase accepted an action item (AI #313) to explore if there is a more cost-effective option for SCRO's general liability insurance and officer bonds.
- SCRO has spent over \$6,000 in the past three years on meeting space rental and food for meetings; this cost will hopefully be reduced significantly by holding the majority of the meetings on Zoom.
- The board discussed spending money on renting a meeting space for the upcoming Ranch-giving dinner; the board expressed an interest in joining the community event hosted by Jo Way (who happens to also be a SCRO board member) on that same day, possibly providing some assistance with the event and possibly providing food for everyone who has invested resources in the event; the board would like to create a flyer or postcard to hand out at the event, either to everyone who assists with the event and/or everyone who attends the event; Board Member Powell modified his action item (AI #99) to include coordination with Board Member Way to determine what options work best and then to lead the effort to implement the chosen option; the board authorized an expenditure of up to \$250 for food and/or meeting space rental.
- Board Member Way is working on preparing a draft budget (AI #33); the draft budget was not available for this board meeting; the board will review it during a future meeting.

#### **Newsletter [Part 2, 35:31]**

The board discussed the re-launch of SCRO's newsletter. The highlights of the discussion include:

- Board Member Palmer accepted an action item (AI #314) to create a "handout" proposing a plan for the relaunch of the Pinon newsletter for review at a work session.
- Board Member Rodriguez-Walters accepted an action item (AI #315) scan (or photograph) and email (or text) to Board Member Palmer some sample historical Pinon newsletters.

#### **Nonprofit status [Part 2, 43:29] (*unscheduled agenda item*)**

The board discussed the possible reorganization of SCRO from a 501(c)(4) to a 501(c)(3) to facilitate greater fundraising. The highlights of the discussion include:

- Board Member Navratil accepted an action item (AI #317) to create a "handout" proposing different options for establishing a 501(c)(3) organization for review at a work session.

**Announcements [Part 2, 52:12]**

Board Member Frase called attention to the announcements contained in the agenda.

**Adjourn [Part 2, 52:22]**

The meeting was adjourned at 9:58am.

DRAFT

**SCRO BoD Regular Monthly Meeting: December 2025**  
**Thursday, December 4, 2025, 8:30-10:00am on Zoom**

**Draft Meeting Minutes**

*Bracketed numbers show the related time marks within the video recording of the meeting*

**Call to Order [0:48]**

The meeting was called to order at 8:39am by the meeting chairperson, Board Member Frase.

**Roll Call [2:23]**

President: Nancy Frase - PRESENT

Vice-President: Jo Way – PRESENT (gave notice of tardiness at 8:27, arrived at 8:42am, left at 9:45am)

Secretary: Mike Powell – ABSENT

Treasurer: Mara Rodriguez-Walters – PRESENT

At-Large Member: Steve Navratil – PRESENT

At-Large Member: Scott Cessac – ABSENT

At-Large Member: Margie Palmer - PRESENT

Four of six members were present at 8:41am; a quorum was established. Five of six members were present at 8:42am; a quorum continued to be present.

**Review of Agenda [3:26]**

The board considered requests for modifications to the agenda; no requests were heard.

**Community Input [3:45]**

No community members spoke.

**Review of meeting minutes [4:15]**

The draft meeting minutes for November 6, 2025, were not ready for review. They will be reviewed at the January board meeting.

**Review of outstanding action items [4:20]**

The board reviewed the status of outstanding action items. Updates of note include:

- AI #32: Board Member Rodriguez-Walters reported that she and her husband have brought all the paper files from the storage unit to their house, and she has started sorting the files to determine what quantity of the papers will need to be scanned.
- AI #315: Board Member Rodriguez-Walters confirmed that she emailed scans of historical newsletters to Board Member Palmer.

### **Ratification of actions taken outside of a properly noticed board meeting [6:40]**

None

### **Miscellaneous administrative matters [6:47]**

Board Member Rodriguez-Walters reported that she has been contacting former SCRO members, encouraging them to rejoin, and eight new members have joined recently.

### **Newsletter [7:25]**

In response to AI #314, Board Member Palmer prepared a proposed format for the to-be-launched Pinon newsletter (see agenda attachment titled, “The Pinon”) and sent that proposal to all the board members for review a couple of weeks ago. Then, in response to AI #316, she presented and led a discussion during this board meeting on the same topic. Logistics were discussed, such as: Production schedule and lead time, logo, removal of “HOA” and “covenants” from the newsletter, digital vs printed versions, professional advice on how advertising could be incorporated without jeopardizing SCRO’s nonprofit status, frequency of publication, budget, audience, etc.

Board Member Frase accepted two action items related to the types of information we want to disseminate, the audiences we want to disseminate to, and the mediums through which we can disseminate that information. AI #331 pertains to the creation of the related handout and AI #332 pertains to the related presentation/discussion.

Board Member Palmer accepted two action items related to the logistics specific to the newsletter (as listed in the first paragraph). AI #333 pertains to the creation of the related handout and AI #334 pertains to the related presentation/discussion.

### **Strategic plan for SCRO [42:15]**

In response to AI #309 (Lead the development of a strategic plan for SCRO), Board Member Frase requested feedback from the board on the best way to develop a strategic plan. The general consensus among the board members was that the topics listed on the “priorities” tab of the website would provide a solid framework for a strategic plan. Based on that feedback, Board Member Frase will bring each topic (or cluster of topics) to the board to determine how that topic/cluster might fit into a strategic plan.

### **Member welcome packet [45:32]**

In response to AI #298, Board Member Rodriguez-Walters gave a presentation and led a discussion pertaining to her draft template for a member welcome packet (see agenda attachment “Welcome Packet”). The discussion focused on who would be the intended audience, in what format would the packet be delivered, and the associated costs.

Board Member Rodriguez-Walters accepted two action items related to the creation of a proposal containing a final draft of the membership packet and the logistical details (audience, cost, etc.). AI #335 pertains to the creation of the proposal and AI #336 pertains to the related presentation/discussion.

### **Budget [53:43]**

In response to AI #301, Board Member Way gave a presentation and led a discussion on a draft budget (see agenda attachments “Financial Summary...” and “Budget Template...”). The board provided feedback on various line items that needed to be adjusted. Board Member Frase accepted an action item (#337) to Research what liability insurance and bonding is required by state law and/or SCRO’s bylaws; research if there are less expensive options. Board Member Way agreed to continue working on AI #33 and to propose a longer-term budget strategy that demonstrates how SCRO might reach a balanced budget within a given number of years.

### **501(c)(3) non-profit status [1:03:37]**

In response to AI # 318, Board Member Navratil gave a presentation and led a discussion on the various options available for establishing or partnering with a 501(c)(3) nonprofit for fundraising and grant opportunities. His related handout was inadvertently excluded from the agenda packet, so it has been appended to these minutes (see attachment titled, “SCRO Reorganization Report...”).

Board Member Navratil recommendation is as follows:

Due to the complex and sometimes troubled history of this organization over many decades, this Report suggests the best likely choice is option one as follows:

- Continue operating as a 501(c)(4) while clearly communicating the community support intentions expressed in SCRO’s mission statement. The existing SCRO stays the same as it always has until the appropriate time to dissolve it.
- Minimize costs and dedicate expenses to resolving the legal and reorganizational issues of the organization.
- Create the charitable nonprofit as a separate and new organization, starting from scratch. In order to establish some distance from the “special relationship”, this Report suggests choosing a distinctly different name that captures the spirit but which can’t be mistaken for SCRO.
- Submit the application, and once the new 501(c)(3) is approved and operational, the assets of the existing SCRO can be transferred to the new non-profit. This meets IRS requirements for dissolution, with the original 501(c)(4) properly dissolved.
- It’s very important that no conflicts of interest are apparent or implied, so the language of the application must contain the appropriate IRS-acceptable language.

- Have a trusted, affordable attorney review before submission.

Board Member Navratil has acquired an offer from a local nonprofit consultant with an impressive track record, who is willing to walk SCRO through the process for a flat fee of \$5,000; there would be an additional fee of approximately \$500 for a review of the application by an attorney. Board Member Navratil accepted an action item (#338) to arrange for the consultant to prepare a formal written proposal for the board to review.

**Announcements [1:20:40]**

Board Member Frase called attention to the announcements contained in the agenda.

**Adjourn [1:21:00]**

The meeting was adjourned at 10:00am.

## Action Items – last updated 1/7/25

Black items – on track

Gray items – recently completed

Blue items – will be addressed later in this meeting

Red items – status requested at this point in this meeting

### **Board Member Nancy Frase (President)**

**#13:** Lead the effort to figure out how to facilitate a hybrid format (Zoom and in person simultaneously) for the membership meetings and present those ideas at the October meeting. There is both a short-term and a long-term component to this issue. A short-term solution might involve having people meet in small groups throughout the community in homes that have strong enough internet service to support Zoom. A long-term solution might involve finding a facility large enough to accommodate the entire group at once and with full hybrid-meeting functionality. [8/7 board mtg]

**#20:** Ensure SCRO's tax and BOI filings are up-to-date (last tax filing seems to be 2020). [8/7 board mtg]

**#26:** Create a directory on SCRO's website for local businesses. It was noted that during the Sep 18 work session, the board decided to add a directory of local businesses to the website. This directory will be provided to the community at no cost to the businesses or consumers. Any business that provides products and services to those living in the Ranches can request to have their contact information posted in the directory by sending that information to SCRO's email (communityscro@gmail.com). [10/2 board mtg]

**#27:** Lead a discussion, during a work session, on building permits. [9/4 board mtg]

**#30:** Lead a discussion on how the two-signature requirement could be met when a debit card is used for payment. [9/4 board mtg]

**#40:** Establish and publish, to the website, a protocols document, and to add details to that document as they become known. [9/4 board mtg]

**#41:** Record in the protocols that agenda packets for any meetings are to be published at least one week prior to the scheduled meeting, and that presentation summaries on the agenda of a given meeting are to be sent to the president no later than 11 days prior to the scheduled meeting. No later than 18 days before a scheduled meeting, the president will share with the board members what presentations will be included in an agenda and remind board members to submit summaries of those presentations in a timely manner. [9/4 board mtg]

**#42:** Record in the protocols that board members are to include more detail in the subject line of board-related emails to help with management of the large volume of emails. [9/4 board mtg]

**#43:** Record in the protocols that the treasurer is to submit a financial report for inclusion in the agenda packet 11 days ahead of each monthly board meeting; this protocol will not take effect until after the board approves the budget. [9/4 board mtg]

**#44:** Schedule the discussion of the following in a future board meeting: The inclusion in the agenda of a monthly report on the current quantity of SCRO members. [9/4 board mtg]

**#45:** Schedule the discussion of the following in a future board meeting: A monthly publication of a report showing the amounts paid for properties sold in the Ranches. [9/4 board mtg]

**#46:** Record in the protocols that the draft meeting minutes are to be posted to the website within one week of any given meeting. [9/4 board mtg]

**#47:** Record in the protocols that board work sessions are to be scheduled on Thursdays two weeks after each regular board meeting (these can be used as work sessions, for executive sessions, or can be cancelled if not needed). [9/4 board mtg]

**#136:** [Elections: Discuss electing/appointing members of the nomination committee; discuss electing more positions than just board members. \[protocols\]](#)

**#147:** [Elections: Vote on the process for electing/appointing members of the nomination committee and opening up election to more positions than just board members. \[protocols\]](#)

**#293:** [Prepare a "handout" for a presentation on the logistics of membership voting: The general consensus is that the board prefers that all membership voting be conducted via a ballot sent out and returned prior to the membership meeting, with results being announced during the membership meeting. The board also favored electronic means, whether that is via email and/or the website. \[9/18 work session\]](#)

**#294:** [Give a presentation and lead a discussion on the logistics of membership voting: The general consensus is that the board prefers that all membership voting be conducted via a ballot sent out and returned prior to the membership meeting, with results being announced during the membership meeting. The board also favored electronic means, whether that is via email and/or the website. \[9/18 work session\]](#)

**#307:** [Work with Mara to conduct an audit on the financial records for the past several years. \[self-assigned\]](#)

**#309:** [Lead the development of a strategic plan for SCRO. \[11/1 membership mtg\]](#)

**#310:** [Lead the development of a comprehensive plan for the Ranches community \(including Fort Garland\). \[11/1 membership mtg\]](#)

**#313:** [Explore if there is a more cost-effective option for SCRO's general liability insurance and officer bonds. \[11/6 board mtg\]](#)

**#319:** [Establish the history related to the property used by SCRO that purchased electricity from San Isabel to determine if there was any relationship between SdCR's sale office and SCRO's property \(might show successorship of legal rights related to water, open space, covenants, etc.\) \[self-assigned\]](#)

**#322:** [Provide to Mara the contact information for Gwen Henzi so Mara can arrange to obtain the Ranches map book from Gwen. \[11/20 work session\]](#)

#329: Delete or redirect old SCRO websites (including sangredecristo.org). [per request of Mara]

#330: Lead a discussion on how we might renovate the signs at the entrances of the subdivision and to ensure roads have appropriate name signs.

#331: Prepare a handout for a discussion on the types of information we want to disseminate, the audiences we want to disseminate to, and the mediums through which we can disseminate that information. [12/4 board mtg]

#332: Give a presentation and lead a discussion with the board on the types of information we want to disseminate, the audiences we want to disseminate to, and the mediums through which we can disseminate that information.

#337: Include the topic of "scholarships to cover SCRO membership fees" to a meeting for a discussion. [per request of Jo]

#### **Board Member Jo Way (Vice President)**

#326: Draft a proposed bylaws amendment for review by the board related to a limit on the number of non-local property owners on the board. [11/20 work session]

#327: Present to the board and lead a discussion on the proposed bylaws amendment related to a limit on the number of non-local property owners on the board. [11/20 work session]

#340: Recruit board candidates to fill Mike & Steve's seats. [1/31 membership mtg]

#### **Board Member Mike Powell (Secretary)**

#324: Prepare a handout for review by the board concerning a revamped social activity calendar/strategy. [11/20 work session]

#325: Give a presentation to the board and lead the discussion concerning a revamped social activity calendar/strategy. [11/20 work session]

#327: Send the contact information to Mara for the owners of the storage unit facility. [11/20 work session]

#### **Board Member Mara Rodriguez-Walters (Treasurer)**

#32: Establish a historical records committee with as many members as needed (as determined by Mara) to address the paper records and other contents of the storage unit, as well as a system for preserving future records; upload the scanned documents to a commercial digital storage location. [9/4 board mtg and 10/16 work session]

#53: Regularly check the post office box and distribute the mail as appropriate [9/4 board mtg and 10/16 work session]

**#323:** When scanning the historical documents in the storage unit, watch for the legal opinions concerning SCRO's potential successorship from Sangre de Cristo Ranches, Inc. (Forbes' organization) that Gwen Henzi mentioned to Nancy. [11/20 work session]

**#335:** Prepare a handout for a discussion on the logistics specific to the member welcome packet (final version, audience, method of delivery, cost, etc.) [12/4 board mtg]

**#336:** Give a presentation and lead a discussion on the logistics specific to the member welcome packet (final version, audience, method of delivery, cost, etc.) [12/4/board mtg]

**#339: Move the Wix.com payments from Mike's personal credit card to the SCRO debit card**  
[11/6 email from Mike]

**Board Member Scott Cessac**

None

**Board Member Margie Palmer**

**#334:** Give a presentation and lead a discussion on the logistics specific to the newsletter (frequency, content, format, audience, etc.) [12/4 board mtg]

**Former Board Member Tina Squire**

**#16:** Prepare a "handout" for a presentation on the common land within the Ranches currently owned by Costilla County. [8/7 board mtg]

**#19:** Give a presentation and lead a discussion on the common land within the Ranches currently owned by Costilla County. [8/7/ board mtg]



A Member of the Tokio Marine Group

One Bala Plaza, Suite 100  
Bala Cynwyd, PA 19004



## COMMUNITY ASSOCIATION EXECUTIVE ADVANTAGE RENEWAL APPLICATION FOR COMMUNITY ASSOCIATION POLICY

THIS IS AN APPLICATION FOR A CLAIMS-MADE POLICY. THE POLICY FOR WHICH THIS APPLICATION IS MADE COVERS ONLY CLAIMS FIRST MADE AGAINST THE INSURED DURING THE POLICY PERIOD OR DISCOVERY PERIOD, IF APPLICABLE, AND REPORTED TO THE INSURER AS SOON AS PRACTICABLE BUT IN NO EVENT LATER THAN 90 DAYS AFTER THE END OF THE POLICY PERIOD. PLEASE READ THE POLICY CAREFULLY AND DISCUSS THE COVERAGE WITH YOUR INSURANCE AGENT OR BROKER.

UNLESS AMENDED BY ENDORSEMENT, AMOUNTS INCURRED AS DEFENSE COSTS SHALL BE IN ADDITION TO THE LIMIT OF LIABILITY AND SHALL NOT BE APPLIED TO THE APPLICABLE RETENTION.

THE POLICY PROVIDES THE DUTY ON THE PART OF THE INSURER TO DEFEND.

THE TERM "INSURED ORGANIZATION" MEANS THE PARENT ORGANIZATION WHOSE DIRECTORS AND OFFICERS ARE PROPOSED TO BE INSURED UNDER THE COMMUNITY ASSOCIATION POLICY FOR WHICH THIS APPLICATION IS MADE, ALONG WITH ANY OTHER ENTITIES IN WHICH SUCH PARENT ORGANIZATION HAS OR CONTROLS THE RIGHT TO ELECT MORE THAN 50% OF THE BOARD OF DIRECTORS OR OTHER GOVERNING BODY OF SUCH ENTITY IS SUCH RIGHT EXISTS.

### GENERAL INFORMATION

Policy Effective Date: 02/03/26

Quote#: 708557

Name of Insured Organization: Sangre De Cristo Ranch Owners, Inc.

Address of Insured Organization: 1375 Carter Rd

We do not have a physical address as we exist and operate  
virtually. We have a PO box (Box 398, FtG, CO 81133). I  
believe this address is Mike Powell's home address.

Fort Garland, CO 81133

Property Manager Name: Mike Powell Nancy Frase (President)

Title: President

Telephone: 817 729-6453

Fax:

970-506-4174 (Nancy's personal cell)

Email: mpowell554@gmail.com

Association Type: Property Owners

communitySCRO@gmail.com

### SECTION I – PREVIOUS INSURANCE

Attach full details of any claim, notice of circumstance, or wrongful act which has been the subject of notice under such insurance in the last five (5) years (if none, enter No & if you have enter Yes)  No  Still no

### SECTION II – UNDERWRITING INFORMATION

- Number of Units: 400 There are 7,740 individual lots in the subdivision. SCRO's membership has historically been made up of between 30 & 200 of those property owners.
- Number of Commercial Units: 0 Membership is voluntary. SCRO focuses on addressing issues such as building a sense of community through social events, and educating the community on and encouraging conversations related to wildfire risk, potable water, trash service, etc.; which indirectly benefits the entire subdivision
- Number of Employees: 0
- Average Unit Value (to be calculated as the average price of the 3 most recently sold units): 20000
- Does the Association have the following recreational facilities:

Golf Course	Boat Slips
No	No

6. Has the Association completed in the past year or does it plan a major improvement which may require special assessment of the association members? **No**
7. Are the recreational facilities exclusive to only members of the association? **n/a**

### **SECTION III – LOSS HISTORY**

During the last five (5) years has the Insured Organization or any of its directors, officers, or employees been involved in any litigation that could have a material impact on the Insured's Organization? **No** **Still no**

**IT IS UNDERSTOOD AND AGREED THAT IF ANYONE FOR WHOM THIS INSURANCE IS SOUGHT HAS ANY KNOWLEDGE OF ANY SUCH ACT, ERROR, OMISSION, FACT, OR CIRCUMSTANCE, ANY CLAIM EMANATING THEREFROM SHALL BE EXCLUDED FROM COVERAGE UNDER THE PROPOSED INSURANCE.**

#### **FRAUD STATEMENT AND SIGNATURE SECTIONS**

The Undersigned states that he/she is an authorized representative of the Applicant and declares to the best of his/her knowledge and belief and after reasonable inquiry, that the statements set forth in this Application (and any attachments submitted with this Application) are true and complete and may be relied upon by Company \* in quoting and issuing the policy. If any of the information in this Application changes prior to the effective date of the policy, the Applicant will notify the Company of such changes and the Company may modify or withdraw the quote or binder.

The signing of this Application does not bind the Company to offer, or the Applicant to purchase the policy.

\*Company refers collectively to Philadelphia Indemnity Insurance Company and Tokio Marine Specialty Insurance Company

#### **FRAUD NOTICE STATEMENTS**

ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE CONTAINING ANY MATERIALLY FALSE INFORMATION OR CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME AND SUBJECTS THAT PERSON TO CRIMINAL AND CIVIL PENALTIES (IN OREGON, THE AFOREMENTIONED ACTIONS MAY CONSTITUTE A FRAUDULENT INSURANCE ACT WHICH MAY BE A CRIME AND MAY SUBJECT THE PERSON TO PENALTIES). (IN NEW YORK, THE CIVIL PENALTY IS NOT TO EXCEED FIVE THOUSAND DOLLARS (\$5,000) AND THE STATED VALUE OF THE CLAIM FOR EACH SUCH VIOLATION). **(NOT APPLICABLE IN AL, AR, AZ, CO, DC, FL, KS, LA, ME, MD, MN, NM, OK, PA, RI, TN, VA, VT, WA AND WV)**

**APPLICABLE IN AL, AR, AZ, DC, LA, MD, NM, RI AND WV:** ANY PERSON WHO KNOWINGLY (OR WILLFULLY IN MD) PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR WHO KNOWINGLY (OR WILLFULLY IN MD) PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES OR CONFINEMENT IN PRISON.

**APPLICABLE IN COLORADO:** IT IS UNLAWFUL TO KNOWINGLY PROVIDE FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES, DENIAL OF INSURANCE AND CIVIL DAMAGES. ANY INSURANCE COMPANY OR AGENT OF AN INSURANCE COMPANY WHO KNOWINGLY PROVIDES FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO A POLICYHOLDER OR CLAIMANT FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE POLICYHOLDER OR CLAIMANT WITH REGARD TO A SETTLEMENT OR AWARD PAYABLE FROM INSURANCE PROCEEDS SHALL BE REPORTED TO THE COLORADO DIVISION OF INSURANCE WITHIN THE DEPARTMENT OF REGULATORY AGENCIES.

**APPLICABLE IN FLORIDA AND OKLAHOMA:** ANY PERSON WHO KNOWINGLY AND WITH INTENT TO INJURE, DEFRAUD, OR DECEIVE ANY INSURER FILES A STATEMENT OF CLAIM OR AN APPLICATION CONTAINING ANY FALSE, INCOMPLETE, OR MISLEADING INFORMATION IS GUILTY OF A FELONY (IN FL, A PERSON IS GUILTY OF A FELONY OF THE THIRD DEGREE).

**APPLICABLE IN KANSAS:** AN ACT COMMITTED BY ANY PERSON WHO, KNOWINGLY AND WITH INTENT TO DEFRAUD, PRESENTS, CAUSES TO BE PRESENTED OR PREPARES WITH KNOWLEDGE OR BELIEF THAT IT WILL BE PRESENTED TO OR BY AN INSURER, PURPORTED INSURER, BROKER OR ANY AGENT THEREOF, ANY WRITTEN, ELECTRONIC, ELECTRONIC IMPULSE, FACSIMILE, MAGNETIC, ORAL, OR TELEPHONIC COMMUNICATION OR STATEMENT AS PART OF, OR IN SUPPORT OF, AN APPLICATION FOR THE ISSUANCE OF, OR THE RATING OF AN INSURANCE POLICY FOR PERSONAL OR COMMERCIAL INSURANCE, OR A CLAIM FOR PAYMENT OR OTHER BENEFIT PURSUANT TO AN INSURANCE POLICY FOR COMMERCIAL OR PERSONAL INSURANCE WHICH SUCH PERSON KNOWS TO CONTAIN MATERIALLY FALSE INFORMATION CONCERNING ANY FACT MATERIAL THERETO; OR CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO.

**APPLICABLE IN KENTUCKY:** ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE CONTAINING ANY MATERIALLY FALSE INFORMATION OR CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME.

**APPLICABLE IN MAINE, TENNESSEE, VIRGINIA AND WASHINGTON:** IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES OR A DENIAL OF INSURANCE BENEFITS.

**APPLICABLE IN PENNSYLVANIA:** ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME AND SUBJECTS SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES.

**APPLICABLE IN NEW YORK:** ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME AND SHALL BE SUBJECT TO A CIVIL PENALTY NOT TO EXCEED FIVE THOUSAND DOLLARS AND THE STATE VALUE OF THE CLAIM FOR EACH SUCH VIOLATION.

**This Application must be currently dated and signed by the association's insurance agent, broker, property manager or by a member of governing board of the association.**

NAME (PLEASE PRINT/TYPE): Nancy Frase

**TITLE:** President  
**(MUST BE SIGNED BY THE PRINCIPAL, PARTNER OR OFFICER)**

SIGNATURE: Nancy Frase

SIGNATURE DATE: 1/28/2026

**SECTION TO BE COMPLETED BY THE PRODUCER/BROKER/AGENT**

PRODUCER: Joe Stewart

AGENCY: Mountain West Insurance & Financial Svcs. (NEII)  
(If this is a Florida Risk, Producer means Florida Licensed Agent)

PRODUCER LICENSE NUMBER: \_\_\_\_\_  
(If this a Florida Risk, Producer means Florida Licensed Agent)

ADDRESS (STREET, CITY, STATE, ZIP):

201 Centennial St, 4th Floor

Glenwood Springs, CO 80601

**Final Notice of Premium Due 02/08/2026**

If you have recently submitted your payment, please disregard this billing invoice.

**Premium**

\$1,023.15

SANGRE DE CRISTO RANCH OWNERS, INC.  
P. O. BOX 398  
FORT GARLAND, CO 81133

<b>Amount Due</b>	\$1,023.15
-------------------	------------

**Bond Detail**

Bond #	69283139	Obligee	OBLIGEE ADDRESS UNKNOWN
Company	Western Surety Company		
Term Dates	02/08/2026 to 02/08/2029		
Bond Amount	\$100,000.00		
Description	CO Dishonesty B Non Profit Organization		

**Agent Information**

Mountain West Insurance &  
Financial Services, L L C  
100 E Victory Way  
Craig, CO 81625  
Phone : (970)824-8185

**Messages**

We show 5 rated for premium purposes.  
To ensure proper coverage, verify the  
total number of employees and owners  
covered & contact us with changes. Note:  
After several years, we may have increased  
our rates slightly.

**Payment Instructions**

- Pay Online at [ONLINEPAY.CNASURETY.COM](http://ONLINEPAY.CNASURETY.COM)
- If paying by mail, please send payment 2 weeks prior to due date to ensure receipt  
Make check payable to CNA Surety  
Detach payment stub and return with payment



Note-Renewal documents will only be sent upon receipt of full payment

**Sangre De Cristo Ranch Owners, Inc.**

Bond # 69283139  
Company 0601  
Agency 05-16402  
Mountain West Insurance &

<b>Payment Due</b>	02/08/2026	<b>Amount Due</b>	\$1,023.15
--------------------	------------	-------------------	------------

**CNA Surety Direct Bill**  
P.O. Box 957312  
St. Louis, MO 63195-7312

**Premium** \$1,023.15

SANGRE DE CRISTO RANCH OWNERS, INC.  
P. O. BOX 398  
FORT GARLAND, CO 81133

<b>Amount Due</b>	\$1,023.15
-------------------	------------

**Bond Detail**

Bond #	69283139	Obligee	OBLIGEE ADDRESS UNKNOWN
Company	Western Surety Company		
Term Dates	02/08/2026 to 02/08/2029		
Bond Amount	\$100,000.00		
Description	CO Dishonesty B Non Profit Organization		

**Agent Information**

Mountain West Insurance &  
Financial Services, L L C  
100 E Victory Way  
Craig, CO 81625  
Phone : (970)824-8185

**Messages**

We show 5 rated for premium purposes.  
To ensure proper coverage, verify the  
total number of employees and owners  
covered & contact us with changes. Note:  
After several years, we may have increased  
our rates slightly.

**Payment Instructions**

- Pay Online at **ONLINEPAY.CNASURETY.COM**
- If paying by mail, please send payment 2 weeks prior to due date to ensure receipt  
Make check payable to CNA Surety  
Detach payment stub and return with payment

Note-Renewal documents will only be sent upon receipt of full payment

**Sangre De Cristo Ranch Owners, Inc.**

Bond # 69283139  
Company 0601  
Agency 05-16402  
Mountain West Insurance &

<b>Payment Due</b>	02/08/2026	<b>Amount Due</b>	\$1,023.15
--------------------	------------	-------------------	------------

**CNA Surety Direct Bill**  
P.O. Box 957312  
St. Louis, MO 63195-7312

## Membership Voting

### **Proposed process and timeline for membership voting (in general)**

- 1) A board member gives a presentation to the board and leads the related discussion; action items are assigned and/or the board votes to take action on the matter. If the matter requires a change to the bylaws or articles of incorporation, or if the board determines it is in the best interest of the members to ask the members to vote on the matter, a membership vote will be launched (see remaining steps).
- 2) A proposed ballot measure is drafted and presented to the board. The board votes to send that exact ballot measure to the membership.
- 3) A related fact sheet (balanced pro/con summaries) is prepared and presented to the board. The board votes to disseminate that fact sheet along with the ballot measure to the membership.
- 4) The ballot measure and fact sheet is disseminated to the membership (who is qualified to receive? What about plural memberships? One vote per household?).
- 5) The membership returns their ballots (USPS? Email? At the membership meeting?) – allow at least two weeks for ballots to be received, filled-out, and mailed back
- 6) The votes are validated (non-members, multiple votes from single households, ballots marked incorrectly, etc.) – about a week?
- 7) The results of the vote are compiled (by whom?) and verified (by whom?) – minimal time
- 8) The results of the vote are reported to the membership – minimal time

### **Proposed process and timeline for 2026 elections**

2/5/26 board meeting – Board determines process and timeline for membership voting (in general) and for 2026 elections (specifically)

2/5/26 to 4/5/26 – Board encourages SCRO members to apply to be on the nominating committee (NC)

Early March – During the March board meeting, the board determines the format for the slate of electors (local vs non-local board members, are unsuccessful officer candidates still considered for other positions on the board, etc.)

Early April – During the April board meeting, the board determines exactly how election matter will be disseminated, how votes will be collected, how votes will be validated, and how the voting results will be compiled/verified/reported.

4/6/26 to 4/16/26 – A board member compiles NC applications into a single document, distribute to board members

Late April – Board interviews NC candidates during a work session

Early May – During the May board meeting, the board appoints NC members (does the board select the chair, or does the NC select their own chair?)

Early May to 6/15/26 – NC recruits/vets election candidates and gathers bios

6/15/26 to 6/25/26 – Board compiles ballot content and fact sheets for non-election issues and election candidate bios into a camera-ready document

6/25/26 to 7/2/26 – Get ballots and election candidate bios printed

7/2/26 to 7/11/26 – Disseminate ballots/bios to membership & publish online

7/11/26 to 7/30/26 – Members return their ballots (ballots due 7/30)

7/30/26 to 7/31/26 – Final voting results are compiled and certified (by whom?)

8/1/26 – Election results are announced during the annual meeting

## Information Dissemination

Audience: BM (board members), SM (SCRO members), CM (community members)

Type of content: S (static), D (dynamic)



# The Piñon Newsletter Proposal

## For SCRO Board Consideration

### Parameters:

- Publish Newsletter Quarterly, both in print, published to the website and sent via email for those who request email delivery
- Printed & mailed to be received in the 1<sup>st</sup> week of March, June, September and December. This schedule should hit the Spring returning owners, prior to the August annual meeting (information, time/location, enlisting new board members), hunting season owners and pre-holiday happenings.
- Estimate deadline for submission would be 14 days prior to that 1<sup>st</sup> week of the identified months. Of course, we can't totally predict the USPS 'timelines', but that will give me 5-7 days for compiling, formatting and sending out for proofing, 2-3 days for printing/folding/labeling and stamping and a guesstimate of 5 days for mail delivery
- Beginning with 75 printed and mailed copies (just an estimate. I plan to work with Mara to refine our mailing list)
- Propose to mail to all members, recent past members (assuming they are still living and landowners), and new property owners in the quarter prior to printing.
- The new landowners will be mailed two issues (cost approximately \$12). If they do not join or request digital delivery, their address would be dropped prior to the 3<sup>rd</sup> mailing.
- Estimated costs below based on 75 copies, printed, labeled, and mailed.
- We can have extra copies printed for marketing purposes. Perhaps placed at community events and with some of the local Realtors® and title agencies. Depending on the quantity of extras, the cost per copy may drop, making the extra ones more cost effective.
- One option might be to offer the option of print delivery of The Piñon at membership renewal for an extra amount (perhaps \$20) or email delivery and website availability at no cost

### Several format options with associated estimated costs:

8.5" x 11" format, delivered in envelopes, full color, double sided

Single page, double sided

Total \$115.21 (\$1.54 ea.)

8.5" x 11" format, delivered in envelopes, full color, double sided

Two pages (4 surfaces)

Total \$229.57 (\$3.07 ea.)

11" x 17" format (same as previous issues), delivered four-folded and sealed, full color,

double Sided Single page (4 – 8.5" x 11" surfaces)

Total \$328.21 (\$4.38 ea.)

11" x 17" format (same as previous issues), delivered four-folded and sealed, full color,

double sided, two page (8 – 8.5" x 11" surfaces)

Total \$448.96 (5.99 ea.)