

Approved 04/19/2023.

**GLACIER VIEW MEADOWS
ROAD AND RECREATION ASSOCIATION
WATER & SEWER ASSOCIATION
JOINT MEETING MINUTES**

March 24, 2023

Zoom Meeting ID: 831 5850 4984 Passcode: 838103

ATTENDANCE:

Water and Sewer (W&S)

Dan Barbour – President
Wayne Schroeder – Vice president (absent)
Karen Turner – Treasurer
Robert Lewis – Secretary
Lynn Johnson – Director

Road and Recreation (R&R)

Don Herman – President
Paul Burek – Vice president
AJ Shilling – Treasurer
Michael O’Neill – Secretary
Cavender Andrews – Director

STAFF: Mary Keller - Community Relations/Office Assistant

ESTABLISH A QUORUM:

All are present except Wayne Schroeder who was excused, and a quorum was established.

CALL TO ORDER:

Don Herman, President, Road & Recreation Association, called the meeting to order at 3:02 p.m.

REVIEW AGENDA: No amendments

PUBLIC INPUT: In addition to board members and staff there were 3 members present. Could not connect to Zoom. No public input taken.

Purpose of meeting per C.R.S. 24-6-402-(4)(f) – Personnel matters- Manager Replacement

- A. Put together an interview team:
Don Herman, Road & Recreation, moved to create a manager’s interview team and appointed Paul Burek, Chair, along with Karen Turner, Michael O’Neill, and Lynn Johnson to conduct phase 1 of the interview process. AJ Shilling and Don Herman will join the team for face-to-face interviews. Karen Turner, Water & Sewer 2nd. Cavender Andrews abstain. Motion carried.
- B. Determine the interview process, including updating the manager’s job description:
Paul Burek recommended posting the position via local avenues i.e., Group email, and Next door and depending on applicant response and if needed, expand advertising to Indeed and CRWA. After discussion, Michael O’Neill volunteered to revise the job description. Robert Lewis, Water & Sewer moved to accept Michael O’Neill’s offer to revise the manager’s job description and have a draft ready by March 27th and a final draft on March 31st. Don Herman, Road & Recreation 2nd. Unanimous motion passed.

ADJOURN:

Don Herman, Road & Recreation, moved to adjourn into Joint Executive Session, personnel discussion. At 4:58 pm. Affirmative Vote 2/3 quorum required. Unanimous motion passed. The Board emerged from executive session at 5:51pm.
Dan Barbour, Water & Sewer, moved to increase the salary range for the Manager position to \$85k-\$105k/yr. Paul Burek 2nd. Cavender Andrews abstain, Robert Lewis against. Motion carried.

ADJOURN: Don Herman called the meeting 5:52pm

Respectfully submitted Mary Keller