

ROLES & RESPONSIBILITIES OF SAN JUAN VISTA LANDOWNERS ASSOCIATION BOARD MEMBERS

Each Board member must read and be knowledgeable of the SJVLOA Covenants, Restrictions, and Policies (refer to <http://www.sjvloa.com/index.php>). These documents govern the decisions of the Board. The legal description of the Board's role for SJVLOA is described in the Association Declaration on page 2 under the "Fourth" section. Ensure SJVLOA complies with Colorado laws (Colorado Common Interest Owners Act (CCIOA) as amended).

Board members are elected through nominations and show of hands (all in favor vs any opposed) voting process during the annual SJVLOA meeting held in July.

- Voluntary position - no compensation
- Terms are for 3 years.
- There are five members on the Board.
- The Offices within the Board (President, Vice-President, Treasurer, Secretary, At-Large) are determined internally by voluntary agreement among the Board members.

Board members must act in the best interest of all Lot Owners and avoid conflicts of interest in decisions and are expected to set a positive example by adhering to the Covenants, Restrictions & Policies, as well as the Courtesies described in the Welcome Guide.

Activities:

- Board members are expected to attend the Annual meeting, which usually occurs around the 4th of July holiday and a pre-meeting to prepare for the Annual. All Board members present the meeting's various topics and issues to the Landowners for discussion and approval.
- In addition to the annual meeting, information is shared with Lot Owners via the SJVLOA.com website or individual email, and these communications are reviewed, edited, and approved by Board members on an as needed basis.
- Most of the informal day-to-day business of SJV is processed via email exchanges among the Board members. Timely responses are necessary in order to address issues. Examples of this type of business are logistics for snow plowing, grading, repair of roads & culverts, and alerting fellow Board members of a specific issue, etc...
- Board members are frequently asked to respond to a Lot Owner's concerns or questions on an informal basis by email or in person. A Board Member is responsible for informing all Board members via board@SJVLOA.com of the discussion content to confirm that replies are consistent with SJVLOA Covenants, Restrictions, and Policies.
- Formal Covenant Modifications or Additions are initiated and implemented according to a process defined by the SJVLOA Covenants and Colorado law and are very time & labor intensive for the Board members. A Covenant modification or addition is not taken lightly. The process includes:
 1. Landowner Annual Meeting discussion(s) and approval of Covenant Modifications are documented in the Meeting Minutes and disseminated to all Lot Owners.
 2. The proposed modification is drafted for legal implementation, the SJVLOA attorney is consulted, ballots are sent via USPS (Colorado law), results are tabulated.
 3. If the proposal is passed, the document is prepared for legal filing with further consultation of the attorney, and finally the Covenant Modification is legally recorded at San Miguel Recorder's office in Telluride.

- Board members are also responsible for Covenant enforcement; Board members together or individually listen to lot owner's complaint, assess possible Covenant violations, confer as a Board (telephone conference, email, or in-person) and address the issue with the landowner(s). If a violation is deemed to exist a deadline is created and communicated to lot owner. Ensure remediation occurs by the deadline or begin the process of assessing fines on the responsible lot owner.
- Board members routinely engage with San Miguel County Planning Department to receive Hastings Mesa notices regarding Development/Building Permits, Special-Use Permits, or other issues they deem important to represent SJVLOA in the process. Initial notice is via email, meeting(s) on-site or in Telluride may ensue. Issues may go through a series of Planning Commission meetings then to one or more County Commissioner meeting.
- Another responsibility of the Board is to monitor the installation of new wells in SJV and to file Due Diligence every six years in Colorado Water Court through our attorney. New wells are adjudicated to Permanent status versus Provisional, status of newly drilled well. Keeps future water rights intact until all lots have wells.
- Board members are responsible for ensuring that the SJVLOA Winter Easement is accessible and that Lot Owners are following our legally mandated easement boundaries. Board members mark the winter easement with reflectors and signs prior to the first major snowfall that will prevent vehicle access via Cradle Park. Members also ensure that the reflectors are maintained throughout the winter, as many reflectors are run over and crushed by snow machines. The Winter Easement was achieved through a concerted 9-month effort of SJVLOA Board members, SJVLOA lawyers, and representatives from the Last Dollar Ranch (Spitfire/Rod Lewis) to draft a legal winter access route. Our failure to comply with the legal description of the Easement could result in our forfeiture of this privilege.
- The National Forest access easement from within SJV was achieved through negotiations with Lot Owners, whose property the easement passes through, and the National Forest Service. SJVLOA Board members routinely ask for volunteers to assist in maintaining the route, clearing saplings and dead trees. They also ensure that the appropriate signs direct passage through the access route. This access is a privilege and we are sensitive to the bordering Lot Owners' privacy.
- Plowing and Road & Boundary Maintenance are a large responsibility of the Board members. This includes finding contractors and checking references to perform Spring Plowing and Summer Road Grading and Road Base Addition. We work with our neighbors on Hastings Mesa to partner with Contractors in order to reduce the costs of mobilizing equipment.
 - Board members are expected to volunteer time towards oversight and supervision of snow plowing and road grading activities. These activities take several days to complete (and use of your own vehicle) and the Board members usually set up a rotation schedule for supervising contractors.
 - Board members are proactive and on-the-lookout for issues along the SJV roadways and fenced boundaries in an effort to prevent damage or injury. They voluntarily travel the SJV Loop to check the roads and culverts, and to clear away fallen trees and debris after high winds and storms. Unfortunately, we are also picking up trash/litter from our roads.

Time commitment varies depending on the roles & offices held and the time of year (plowing, grading, annual mtgs, dues mailing, newsletters ...). Estimate 2 - 20 hrs/month. We wear many hats in addition to the responsibilities listed above: dues collector, budget minder, tax filer, weed control coordinator, fire safety & AED maintenance, lumberjacks & ditch diggers, newsletter editor, and providers of general information to Lot Owners.