



Ruby Ranch Homeowner's Association
P. O. Box 71
Buda, Texas 78610

November, 27 2012 RRHOA BOARD MEETING MINUTES

Location: Scott Follet's Conference Room, 380 E. Bartlett Dr. (Ruby Ranch)

Time: 7:00 pm – 9:00 pm

Date: Tuesday, November 27, 2012

1. Quorum (3) Board Members and 4 Members in attendance: Kevin Rodriguez, Thomas Doebner, Scott Christians, and James Wier. Meeting called to order at 7:05 pm. 4 people from the public were present.
2. Review and approve Meeting Minutes for previous month(s) and Special Meeting(s).
Decided to wait until next meeting to review November 13, 2012 minutes.
3. Review of financial statements for the previous month(s).
Financials thru November 27, 2012 were reviewed and accepted.
4. Old Business:
 - a. Board discussed the Financial Review report dated October 24, 2012 and the 8 recommendations or opportunities for improvement noted. Scott will revise the "management response" to the review and present at the next board meeting.
 1. Board agreed with this opportunity for improvement and voted 4 to 0 to set a limit of \$500 authorization for expenditures without prior board approval. Board voted 3 to 0 with Kevin not voting to reimburse Kevin \$282.00 for the cost of filing documents with Hays county.
 2. Board agreed with this opportunity for improvement and voted 4 to 0 to include an Expense Authorization Form as additional documentation for expenditures without an invoice.
 3. Board agreed with this opportunity for improvement and voted 4 to 0 to insure only Kevin and Scott are authorized signatures on our bank account.
 4. Board agreed with this recommendation and voted 4 to 0 to allow only 1 signature on checks.
 5. Board agreed with this recommendation and voted 4 to 0 to attach additional documentation such as quote or proposal, signed contract if it exists, and formal board approval to invoices for payments.
 6. Board agreed with this recommendation and voted 4 to 0 to have an annual financial review started within the first 90 days after the close of each accounting year.
 7. Board agreed with this opportunity for improvement and voted 4 to 0 to include a separate accounting of interest in the HOA records.
 8. Board agreed with this opportunity for improvement and noted that the billing time period for annual dues had been passed at a previous board meeting.

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- b. Board reviewed spreadsheet showing which roads had been resurfaced, the actual costs, and the cost estimate for remaining roads. Board recognized that even if we continue to increase annual fees each year some roads will be at least 18 years old before we have enough money to overlay them. This does not include any additional work on roads that have already been resurfaced since they were built. Based on this data motion was made by James and seconded by Thomas to increase 2013 annual fees from \$285 to \$325. Motion carried 3 to 1 with Scott voting no. It was noted that the Gate 4 & 5 annual fee for 2013 will increase from \$69 to \$79, and the Gate 7 & 8 annual fee for 2013 will remain at \$60.
 - c. Crack Sealing
Additional Crack Sealing has been done as recent as yesterday and work may be complete or nearing completion.
 - d. Guard rail damage Story Drive
Still waiting for the invoice. James will call the contractor.
 - e. RRHOA Insurance Renewal
Scott gave Kevin the insurance policy for his review.
5. New Business:
a. None
6. Meeting Adjourned into Executive session at 8:25 pm.

*** The Ruby Ranch Home Owners Association's Board of Directors reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above.**

Minutes submitted by Thomas Doebner, Temporary Acting Secretary