

## MAY HOA BOARD MEETING MINUTES

Time: 6:30PM – 8:30PM

Date: Tuesday, May 13, 2014

Location: Ruby Ranch Lodge

1. Quorum (3) Board Members.

Present were Cristi Roberts (CR), President (and acting Secretary); David Mixon (DM), Vice President; Donna Bjornson (DB), Treasurer. Absent was Andrea Siebert, At Large

2. Welcome and introduce visitors.

Visitors were Scott Christians, Paul Czarnocki, Mark Rawlings, Steve Selger and Thomas Doebner.

3. Review and approved Meeting Minutes for previous month(s) and/or Special Meeting(s).

DM motioned to accept both April's minutes and the 4/28/14 special meeting's minutes, DB 2nded, ALL were in favor. After meeting correction...Sonny Hollub was listed as in attendance of Special Meeting. This error has been corrected on minutes and online.

4. Review of financial statements for the previous month(s).

DM motioned, DB 2nded, ALL were in favor.

5. Ongoing Business

- a. Continued from January. Ruby Ranch Roads. Updates and discussions. Inclusion of roadside spraying new information as obtained by David Mixon.

Mark Rawlings presented PaveShield data for the Road Committee. It was discussed that Elliott Ranch, who have private roads as well, is not doing work this year and that they have investigated sealcoating and are not really looking at rubber sealants. It was discussed that Circle C has used rubber sealants but we have learned through Ramming that the roads are problematic. CR agreed to reach out to a few other communities for opinions. Decision on this matter for our community is expected to be made in June.

DM gave information on weed control as presented by DNZ. The cost is +/- \$2260 to use the chemical in a mounted tractor spray fixture. We will need to provide +/- 400 gallons of water. Water will be used from one BOD member's house and then reimbursed by the HOA. DM motioned to accept proposal to spray weeds immediately, CR 2nded, ALL were in favor.

CR & DM to continue search for reasonable ant control for our roads.

- b. Continued from January. Insurance Claim. Paid out in April, update on distribution. DB and Scott discussed the payout being proportionate to the bills it was used against. Gates 4&5 = 62.84% and Gates 7&8 = 37.16%.
- c. Continued from January. Mowing proposal/contract. Updates and discussions. DM updated that DNZ contract had been signed and that the first ROW mowing had occurred. It was discussed that they did a good job.

- d. Continued from March. Electronic voting. Updates and discussions. DM discussed the [www.votehoanow.com](http://www.votehoanow.com) option which he brought to the board in March. DB pointed out that the sight has a linked survey option which might work well for our community. Up to 500 residents = \$349 per year plus a \$100 set up fee. Thomas and Steve both of the Water Board discussed the potential of splitting the cost after we've done a bit more research. Will discuss again in the fall.
- e. Continued from March. Financial accounts. Updates and discussions. Inclusion of new account information as obtained by Donna Bjornson.
  - a. DB discussed we have updated the authorized signers for the CDs at Broadway.
  - b. DB discussed we have updated the CD's at Broadway so they do not auto-renew but roll over to the general account which we can transfer as necessary.
  - c. DB discussed DB&CR opened a new account at Heritage.
    - i. as stipulated in our bylaws (to have two accounts) and
    - ii. as is fiscally responsible as the FDIC only insures up to \$250,000 in any one bank
    - iii. new account is earning a higher rate of return.
- f. Continued from March. Front entrance landscaping. Updates and discussions. CR discussed only receiving one bid. It was discussed that drip irrigation and lighting had been added to the original scope as addendums. It was discussed to leave this RFP open until June to try to get more bids. CR to send to Beautyscape for bidding.
- g. Continued from March. "Check free" banking. Updates and discussions. DB discussed the check free system has been set up. All payment to RR HOA initiated through online banking will be directly deposited to our operating account instead of generating a paper check which was mailed to our PO box. Notices of deposit will be directly emailed to our bookkeeper. We are investigating means to accept credit cards as well.
- h. Continued from March. Automated HOA accounting. Updates and discussions. DB continued discussion on potential automation. It was discussed that our past due accounts are much higher than they should be and that we will increase our collection efforts by sending letters to 90 days past due and continue with legal action for larger values. DB & CR to do this.
- i. Continue from April. Update of gate 4&5 repair, update on RFP, discuss rectifying account deficit. Neither AS as gate liaison or Renee Mauzy as gate committee were in attendance to update. No bids had been received. The RFP will stay open until June to try to get bids.
- j. Pushed from March. Review of bylaws and CCRs. 30 minute discussion monthly until completion (as discussed at 4/28/14 special meeting.) This item was pushed until June.
- k. Pushed from March. Attorney interviews. CR discussed the board (both 2013 and current) has now interviewed three potential attorneys for litigation. Ellie Dietz, William Apt and David Little. None of these three fit what is being looked for. The BOD agreed to work via email to try to research and suggest potential candidates as the HOA needs a litigator on retainer.
- l. Pushed from April. Annual Dues Notification Procedure. It was discussed that we should give our members a "heads up" if dues are changing for the next year rather than just sending out the invoice for dues.

m. Letter of authorization allowing for routine bill payment. To be signed by BOD members. All present signed. This item is complete.

6. New Business

A. Resignation of Sonny Hollub (as discussed at 4/28/14 special meeting.) Potential candidates interview per website and nextdoor posting. No candidate has submitted desire to serve, we will leave this open until June.

B. BOD Communication (as discussed at 4/28/14 special meeting.) With addition of new item regarding BOD input. It was discussed that no single BOD has the ability to make a change but that changes need to originate at the monthly meeting by board. It was discussed that no single member of the community should make change without the backing of their committees and the approval of the BOD. This item is complete.

C. Gate committee communication. As tabled during email discussions. Similar to 6.B., communication between community members should strive to be respectful. This item is complete.

D. Gate committee. Labenski gate issue. It was discussed that the approval from April to fix the gate at value up to \$1500 was put on hold after another truck hit the controller and until FRPs were received. CR made motion to fix the gate at value up to \$2000 immediately, DM 2nded, ALL were in favor.

E. Gate committee. Gate remote charge of \$25.00. The association is a non-profit. Remote cost to the community will remain \$25.00. This item is complete.

F. Elliott Ranch info...Have 216 members. Currently pay \$1000 monthly for management services. Charge \$97.50 quarterly to each member. This item was for informational purposes only and is complete.

G. Dog attack at 333 E Bartlett. It was discussed that the ACC is to issue violation after receiving copy of the sheriff report.

H. Speeding cars (as discussed at 4/28/14 special meeting.) Sherriff's (2 days at 4 hour shifts.) Speeding offenders has increased again. It was determined to hire patrol for two patrols in the future.

I. Board Member topics. 5 minutes each.

CR added that two neighbors notified her of the park graffitist on Saturday and that details (including make/model/license plate) were shared with the sheriff. Agreement has been made with the offender to remedy the situation within two weeks or charges will be filed.

7. Standing 2014 Committee. Updates.

A. Executive Session prior meeting oral report – Cristi Roberts

B. Road Committee – Mark Rawlings (David Mixon, liaison) – as discussed above.

C. Gate Committee Phase 4&5 and Phase 7&8 – Renee Mauzy (Andrea Siebert liaison) – as discussed above.

D. Landscaping Committee – Steve Selger (Donna Bjornson liaison) – as discussed above.

E. Wildlife Committee – Tim Dowling (Cristi Roberts liaison) – no action to report.

F. Architectural Control Committee – Kevin Ritchie (David Mixon liaison) – to be discussed as ES.

8. Guest topics. Limited to 5 minutes each member.
  
9. Executive Session. Discuss legal action and/or pending ACC violations.
  - a. Violation letters.
  - b. Legal letters.
  
10. Scheduling of next meeting and conclusion. The next meeting will be June 10, 2014 at 6:30pm.

\*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 matters of The Association.