

## SEPTEMBER HOA BOARD MEETING MINUTES

Time: 6:30PM – 9:30PM

Date: Tuesday, September 9, 2014

Location: Ruby Ranch Lodge

1. Quorum (3) Board Members. Cristi Roberts (CR), President (and acting Secretary); David Mixon (DM), Vice President; Donna Bjornson (DB), Treasurer; Andrea Siebert (AS), At Large; and Tim Dowling (TD), At Large.
2. Welcome and introduce visitors.  
Paul Czarnocki, Scott Christians, Glen Robertson, and Mark Rawlings.
3. Review and approved Meeting Minutes for previous month(s) and/or Special Meeting(s).  
AS motioned to accept, TD 2nded, All were in favor.
4. Review of financial statements for the previous month(s).  
DB went through full review. August was fairly standard. Extra expenses were: DNZ cut grass along 967 which all liked. Currier Locks charge for Knox boxes. Traffic enforcement. Lawyer. Collections coming down. Will send past dues to legal to collect. DB will get info from Scott and pass along to attorney. Gates 4&5 are in a deficit again, which is a delicate conversation to be surveyed at end of year. It was discussed that DM will contact DNZ to correct the name on the invoices.  
AS motioned to accept statement, DM 2nded, All were in favor.
5. Ongoing Business
  - a. Continued from January. Ruby Ranch Roads. Updates and discussions.  
Mark gave progress report of the contracted road work. First two days went as well as could be planned for. First side of RR is done. AS noted the “clumps” of fill need smoothing. Will continue on as planned. Will get info on repairs at main bridge.
  - b. Continued from March. Electronic voting. Updates and discussions...Tabled in May until the fall.  
DM presented [www.votehoanow.com](http://www.votehoanow.com) and several other options in the spring. We agreed to fully review the votehoanow option for this meeting. This option costs \$349 plus set up which equates to +/- \$1.07 per lot and will allow the HOA to have electronic voting and surveying ability. We originally entertained sharing this service with the water board but will keep this pure for the HOA only at this point. DM to talk to them and set us up.  
AS motioned to accept, DM 2nded and All were in favor.
  - c. Continued from March. Front entrance landscaping FRP. Updates and discussions.  
CR mentioned actual landscaping is still on hold until decisions are made regarding curbs. DM discussed curbs and that we are having a hard time finding concrete contractors who will do such a small job. TD mentioned giving it a month or two until the concrete business slows a bit for the winter season.
  - d. Continued from March. Automated HOA accounting. Updates and discussions.  
This is considered a completed business at this time. We have partially automated our collection efforts via the new website design, which will have the capability of accepting credit card payments. In addition, for members paying their dues through their online banking, we will receive e-mail notifications in lieu of paper checks.
  - e. Continue from April. Update of Arctic contract. Update of gate repairs.  
This is considered a completed business item as the gate contract has been assigned. Repairs up to \$500 have been granted blanket approval with a heads up to the board prior to the work being performed. Future gate discussion will fall under gate committee business. Paul or David to move the Arctic sign.
  - f. Continued from April. Review of bylaws and CCRs. Legal discussion and/or update.  
The review of bylaws and CCRs is considered a “dead” item as we have hired legal representation to work through this item. Legal discussion is that we adopted the changes recommended by our counsel and as allowable by law. No HOA vote for approval is necessary as the adoption is provided for by law. Our first issue sent to the attorney was resolved successfully. We will send the collections to them.
  - g. Continued from April. Annual Dues Notification Procedure.  
This is not labeled as we use it. This will be changed to End of Year Procedures where we note things we need to do to prepare for Annual Meeting. It was discussed we need to survey members regarding the gates and keeping the two separate area and or adding one at the front.
  - h. Continued from May. Park vandalism. Update.  
CR. Sadly we have turned all vandal names over to the sheriff. We will continue to do so. The BOD met at the park to discuss putting boulders at the park area and realized it would take too many to achieve result needed.  
Mark suggested bollards and wire. Mark will take measurements, and get a bid.  
The BOD will be prepared to move on this through electronic communication and put it on agenda for next month.

- i. Continued from May. Speeding cars and sheriff. Update.  
CR. We hired patrol for two dates. I stress ticketing rather than citing since we are having to pay for the service to police our community rather than our community policing itself.  
AS motioned for two more patrols for September, TD 2nded, All were in favor.
  - j. Continued from June. Gates. Remotes, distribution and log update. Process to get a code and to get a remote update.  
DB to email log to BOD and Paul.
  - k. Continued from June. Security cameras...at gate 4&5, 7&8, the park.  
This item is considered a dead issue at this time.
  - l. Continued from June. Website updating including new look and storage capacity.  
Scott is working on the update per the July approval. Will have something to look at within the month. The CC usage area will include a 3% usage fee. Scott to give a list of needs for the BOD to have pictures created for.
6. New Business
- A. Board Member topics. 5 minutes each...at end.
  - B. Neighborhood Watch and National Neighborhood Night Out October 7.  
AS reached out to Sarah but has not heard back. CR reached out to Miss Lu to get some catering ideas. Typically there is an entrée and drinks provided and residents bring sides and desserts. TD has agreed to take this over to ensure we have an event.  
DM motioned to allow a \$400 budget to have the entrée catered, DB 2nded, All were in favor.
  - C. Secretary.  
It was discussed there is issue with some residents that CR is filling in as acting secretary as well as the duty of President due to Sonny Hollub who took on the duty of secretary vacating his position. It was discussed that per bylaws we can make special consideration due to the extreme conditions the board faced with Jack McCord quitting his seat at the first meeting and Sonny Hollub doing the same two months later. It was agreed that AS will assume to duty.
  - D. Welcoming "committee".  
CR reported that Lauren Dowling put together some of the information from our website into folders. CR was given cookies by Miss Lu. CR and Lauren went to 7 of the newer members of the community to kick off this project. The goal is to visit monthly. CR to get cost from Miss Lu to provide these regularly. This might be a larger group than two for future welcoming.
- CR. Fence repairs. It was mentioned that the RR Lodge fence is in a state of disrepair. CR to reach out to Madyln to discuss.  
CR. Quarry. CR reached out to the quarry to begin having regular community wide meetings, potentially at the lodge.  
TD. Trash service. It is odd we have so many trash services. We need to consolidate. TD to collect basic pricing. It was discussed this would be a perfect survey item.
7. Standing 2014 Committee. Updates.
- A. Executive Session prior meeting oral report – Cristi Roberts
  - B. Road Committee – Mark Rawlings (David Mixon, liaison). Given as 5A.
  - C. Gate Committee - Paul Czarnocki (David Mixon, liaison). Given as 5E. It is agreed that the current committee members do not seem to contribute equally. It was discussed to make changes within the next month.
    - a. Phase 4&5 Paul Czarnocki, Thomas Doebner
    - b. Phase 7&8 Renee Mauzy, Tim Trocha, John Kimbrough, Keith McComb, Kevin Rodriguez
  - D. Landscaping Committee – Steve Selger (Donna Bjornson, liaison). No report.
  - E. Wildlife Committee – Tim Dowling (Cristi Roberts, liaison). TD said committee will be meeting prior to the next board meeting.
  - F. Architectural Control Committee – Kevin Ritchie (David Mixon, liaison). Discussed as ES for privacy of residents.
8. Guest topics. Limited to 5 minutes each member.  
Glen. Spoke of the quarry blasts and commented.  
Glen. Questioned if the board has a "business continuity plan" of which we discussed and spoke that we do have contingencies. Seats are staggered to allow preserving historical information.
9. Executive Session. Discuss legal action and/or pending ACC violations.
- a. Violation letters.
  - b. Legal letters.
10. Scheduling of next meeting and conclusion.  
Meeting to be 10/14/14.

\*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.