

**DRRH UNIT 9 MINUTES (DRAFT)**  
**Board of Directors Meeting**  
**May 18, 2023**

Board meeting called to order at 6pm

Board Members Present: Kevin Smalling (Vice President) and Kristie Focht (Treasurer)

Absent: Cindy Grossman (President), Michele Kendall (Secretary), Richard Gardner

Others Present: Reggie Crossan (At Large)

13 members present

**Minutes:** No motion was made to approve the minutes as there was not a quorum.

**Treasurer Report: Kristie**

Dues invoices were mailed out and payments are coming in. QuickBooks gives visibility to which emailed invoices haven't been opened yet. Kristie said some email accounts, especially Yahoo, send emails from QuickBooks to spam folders. Kristie emailed everyone who hadn't opened the invoice yet from her personal email account (less risk of going to spam) to let them know an invoice was mailed that may have gone to spam and received several responses back.

Lue Anne Fitzhugh asked about the change in billing from plotted lots to tax lots and the negative financial impact. Kristie responded that the billing in previous years was inconsistent and provided examples and therefore difficult to maintain and sustain so the decision was made to change to tax lot. The overall financial impact is less than \$3k and affordable now that the CSM fees have stopped. Lue Anne asked about future financial impact if lot combinations continue to happen and Kristie responded that that can be addressed in the future as it occurs.

Lue Anne Fitzhugh asked about the old DRRH email address and if anyone was accessing it. Kristie said she needs a code to get in and Lue Anne said that Cindy, President, should have it. Kristie will follow up with Cindy for access.

Lue Anne Fitzhugh asked about the validity of the fees paid to CSM as noted in the annual letter, and where the financial statements from CSM could be found. Kristie responded that the fee details as available on CSM's website were emailed to Lue Anne so she could see the exact amount of fees withdrawn from the bank account to pay CSM's monthly invoices. Kristie responded that the CSM financials should absolutely be posted to the new website and will follow up with Cindy to make sure they get uploaded.

Lue Anne asked how much QuickBooks and the website cost per month as well as how much it cost to have someone maintain QuickBooks. Kristie answered \$42/month for QuickBooks; \$32/month for the website; and \$0 for someone to run QuickBooks. (Post meeting edit: website cost was incorrect – it's actually less – Kristie to obtain exact figure). Lue Anne asked if QuickBooks was a sustainable long-term solution if someone else stepped in as Treasurer. Kristie responded yes – QuickBooks is extremely easy to run and maintain, it's in the Cloud so changing access is easy; and Cindy and Michelle are also QuickBooks users as backup.

**Vice President-Park-Kevin**

Kevin reminded everyone about the May 27<sup>th</sup> event. A question was raised about obtaining dumpsters for the event. Kevin responded that he would look into possibly obtaining dumpsters and that he could also bring trash bags to bag trash and debris.

Kevin also reminded everyone that there are programs that are free to help protect properties from fire, and he plans on putting the information up on the DRRH Unit 9 website.

Steve Nakawatase asked about the new Board email addresses and if anyone was checking them because an email to Vice President bounced back. Kristie responded that President and Treasurer are active and in use, and that Vice President and Secretary are still in process of getting set up.

Brendan Jackson asked about the status of the CC&R's, and if any of the Board members who had a conflict of interest would be recusing themselves. Kristie and Kevin responded that the proposed draft is still in progress, that the Board would be meeting sometime between now and June 10<sup>th</sup> to finalize the draft for publishing, and then the draft would be available for public viewing and feedback. Legal advice would be solicited on the conflict-of-interest topic and handled accordingly. Brendan asked if the community would be voting on the final adoption and Kristie responded yes.

Lue Anne asked another question about the CSM fees and what they were charging as it was only supposed to be \$1,225/month. Kristie responded that CSM was charging the base amount plus unpaid receivable percentages plus hourly research fees plus mailing, etc. and that some monthly charges exceeded \$2k for the month. Lue Anne responded that those months were them paying the bills. Kristie replied that the amounts were only for their monthly fees and the bill payments were withdrawn as separate transactions.

Kevin informed the attendees that there was a vote pending with the Board to purchase a new BBQ for the park. John Nielsen said there was a BBQ owned by the Board in the shed. Kevin will check the shed for the BBQ and the condition of it.

Kristie asked about signs in the shed. John Nielsen said there used to be signs posted along the river, such as speed limit signs, but the people across the river complained and the county made the Board take them down.

Chris Poirier asked about the July 1<sup>st</sup> Makers Market event, whether it was still on, and asked for an overall plan if it was so he could plan ahead for any Clubhouse needs. Kristie asked Chris to reach out to Michele Kendall (Secretary) and Cindy Grossman (President) directly.

Meeting Adjourned at 7:00pm