

**RIVERMONT PROPERTY OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
June 11, 2014**

MINUTES – Corrected & Approved

ATTENDANCE

	ATTENDING	ABSENT W/ NOTICE	ABSENT W/O NOTICE		ATTENDING	ABSENT W/ NOTICE	ABSENT W/O NOTICE
Geoff Young, Pres	X			Robert May, VP	X		
Geri Ray, Sec	X			David McCaffery, Treas	X		
David McClellan	X			Don Roach	X		
Jerry Smitha	X						

OTHERS ATTENDING

NAME	ePOSITION/REPRESENTING
Lorelei Mayer	Property Manager
Jennifer May	Resident
Trey Sims	Resident
Larry Richter	Resident
Michael Ozuna	Resident
Sherie Ritzert	Resident
Ken Ritzert	Resident
Amanda Crouch	Resident
Raenette Klein	Resident
Joey Keith	Resident

Meeting was **CALLED TO ORDER** at 6:55 P.M. by President Geoff Young.

INTRODUCTIONS of new board members Jerry Smitha and Bobby May, followed by introductions of continuing board members Geoff Young, David McClallen, Don Roach, David McCaffery, and Geri Ray, and property manager Lorelei Mayer. Guests then introduced themselves.

MINUTES of the May board meeting submitted by former secretary Bill Gaddis were presented. Being no corrections David McCaffery made the motion to approve, Bobby May seconded; all approved. Minutes of the June Annual Meeting submitted by former secretary Bill Gaddis were presented. With the following correction: *adding statement to acknowledge the 2014-15 budget as presented was approved by the members present and representing a quorum*, Don Roach made the motion to approve, David McCaffery seconded, and all approved. Minutes of the June 7th meeting of the Board for Election of Officers was presented by Geri Ray. Given the short-turnaround between the June 7th meeting and today and limited time to review the minutes prior to this evening, Geri Ray read the minutes out loud. Being no corrections Don Roach made the motion to approve, David McCaffery seconded, and all approved.

FINANCIAL REPORT

Treasurer David McCaffery reviewed the financial report for the end of the 2013-2014 fiscal year. Given the year end positive position the board agreed in May to move \$75,000.00 of the excess operational funds to the Long Term Capital Improvement fund. This resulted in a balance of \$125,000.00 in the LT Capital fund. Cash reserves shown (line 8) are held for emergencies. Don Roach made a motion to approve the report, Bobby May seconded, and all approved.

With the changes to the board membership and officer positions we need to address and make the changes for the authorized signatories on the account. Lorelei Mayer noted that due to officers being out of town at times during the past year the president, secretary, and treasurer were all authorized signatories. Discussion determined and agreed that for 2014-15 we can return to the standard whereby the president and treasurer serve as the authorized signatories. Geoff Young and David McCaffery will sign required documentation to make the necessary changes for the bank accounts.

COMMITTEES

Discussed past Bylaws Committee and agreed we can handle this as a normal course of business this year and it is not necessary to continue the ad-hoc committee at this time.

Plans, Zoning & Restrictions Committee: David McClellan and David McCaffery volunteered to serve as co-leads on this committee. Mr. McClellan noted that if anyone felt there would be a conflict of interest due to his position as a real estate broker, he would withdraw from the committee. President Young acknowledged that no conflict would exist provided he followed the deed restrictions and role of the position. With two leads on the committee and if any potential for conflict existed, Mr. McCaffery could lead any reviews and decisions related to properties Mr. McClellan might be involved with as a broker. Discussion around the definition of "creates value" whether or not the project/improvement is permanent or not followed. Deed restrictions are the rules which we all must follow and set backs are a specific consideration. All agreed that requests are reviewed on a case-by-case basis. Going forward this will return to the structure of a single committee as prescribed in the Bylaws and not the two separate functions of Architectural Control and Code Compliance as practiced in recent years. Association members should submit their requests for review/approval to the office/property manager so records may be appropriately maintained. In turn Lorelei will contact committee leads. Board agreed that approvals can be granted by either lead, but if there is an outstanding question they may confer and/or bring to the full board. Requests for Waivers must be brought to the Board for consideration.

Budget Committee will be formed in February 2015 in order to prepare the 2015-16 proposed budget.

NEW BOARD VOLUNTEER DESIGNATION

During the June 7 Election of Officer meeting member Don Roach presented the need for and proposed the formation of the volunteer Maintenance Supervisor position. As the Maintenance Supervisor for our common properties, Mr. Roach will coordinate with our property manager and maintenance man to determine and address ongoing maintenance and repair needs. He will report to the board president for repair approvals.

AD HOC COMMITTEES

Long Term Capital Improvements (LTCI) Committee is not just about the existing or a new pool. The Committee is established for and charged with the responsibility of pulling together a long term plan to present to the Board and ultimately the association. Discussion of level of responsibilities and process followed. David McClellan introduced association member/resident Trey Sims. Mr. Sims is an engineer and is volunteering to work with the LTCI Committee and to serve as a liaison between the committee and one of his associates, an architect/engineer who is also volunteering to work with our community to draft a preliminary Master Plan. Details of the process were laid out and the board agreed that this effort and the preliminary master plan would focus only on the pool park at this time. Geri Ray made a motion to officially establish the ad-hoc Long Term Capital Improvements Committee. Don Roach seconded and all approved. Association members have already started volunteering and Reagan Merchant volunteered to chair; Trey Sims will liaise with the committee; President Geoff Young will serve as the board lead on the committee. President Geoff Young will author and distribute a letter to our POA membership informing them of the establishment and responsibilities of the

committee. Following the Open Meetings Act guidelines committee meetings will be open to the membership to attend and observe. Minutes of every meeting shall be recorded and a report of committee activities shall be made to the Board at each of its regularly scheduled meetings.

Website and Social Media needs were discussed during the recent annual meeting. Amanda Crouch, association member and website professional, has volunteered to work with the board around the needs for an updated website and use of social media. Ms. Crouch both presented to and gathered from the board some background and general information. RPOA currently contracts with SitePro Plus for website maintenance and Ms. Mayer shared some history around and challenges with the website. Ms. Crouch offered to return to the board at its August meeting with an initial proposal/plan and also volunteered to serve as the Association Webmaster. Depending on Ms. Crouch's proposal, the board will determine in August whether an ad-hoc committee needs be established.

OLD BUSINESS

- Emergency call information signs ordered for the parks will be hung soon. Signs have the address of the respective parks printed on them so callers can communicate the necessary information to the dispatcher and/or sheriff's office. It will be necessary for callers to meet any responding emergency or law enforcement vehicles/personnel at the respective locked gates for them to gain entrance.
- Tennis court pole repair needs discussed. Determined need to put concrete inside poles to prevent future damage. Kids have been jumping in and causing damage to the nets; maintenance supervisor Don Roach will address as needed.

NEW BUSINESS

- Dead tree removal – Ms. Mayer reported 26 trees dead in river park. One already fell and had to be removed by Pedernales Electric Cooperative as it involved a power line. She got one bid from a company with whom RPOA has contracted previously; they have consistently offered the lowest bids, have the required certification, and is an arborist. Don Roach motioned that Ms. Mayer solicit for at least one more bid and if it is higher than the \$4,400 bid already on hand that we go ahead with the work and current bid. Jerry Smitha seconded and all approved.
- Mosquito control – current problems with mosquitos were discussed. Mr. Roach will facilitate the purchase of pods to place in standing water/pool as needed to address.
- Fire ants – we are under contract with Bugameister but have not had very good service in the past year. Discussion led to plan for Mr. Roach to research costs for broadcast spreader, materials, and work being done “in house.” Ms. Mayer will gather additional bids for possible contract. Information will be presented and further discussed at the next board meeting.
- Bobby May reported that he has compiled a list of ongoing maintenance needs and will share them with Mr. Roach.
- Discussed dues payment options as we continue to get some inquiries about the ability to accept payment by credit or debit cards. With consideration of fees charged for set up and use of credit cards Don Roach made the motion that we will stay with our current options of cash and check for the time being. Upon development of a new or improved website investigation of available options will again occur. Bobby May seconded and all approved.

- The ceiling fan at the pavilion park and the lights at the pool park need to be looked at and addressed by Mr. Roach.
- Ms. Ray made a motion to raise the spending authority of the president without additional approvals by the board to \$500.00 effective immediately. It is intended to allow Mr. Young along with Mr. Roach's help to more efficiently address ongoing property maintenance needs. Bobby May seconded. With a vote of 5 for and 1 against, the motion passed.
- Ms. Ray made a motion to begin posting the board meeting agenda to the website in advance of the board meeting. Bobby May seconded and all approved. It was agreed that the posting will take place at the same time or shortly thereafter the agenda is distributed to the board. According to the Open Meetings Act guidelines and in order to distribute/post the agenda further in advance of the meetings, the agenda will include the topic to review and, if needed, revise the agenda at the beginning of each meeting. In keeping with the Open Meetings Act requests to add additional discussion topics to the agenda require board approval and such approval can be to add to that specific meeting or postpone for future.

EXECUTIVE SESSION

All non-board members departed and the board went into executive session at 8:55 P.M. Summary – board discussed and resolved questions around communication between the board/RPOA and association.

ADJOURNMENT

David McClellan motioned to adjourn the meeting at 9:05 P.M.; David McCaffery seconded and all approved.

Respectfully submitted,

Geri B. Ray
Secretary