

**Ranch Cabin Association of Unit Owners  
Board Meeting Minutes  
Saturday, May 19, 2007, 1:00 P.M.  
Located at the Pines Club House  
Sunriver**

*These minutes are subject for approval at the next scheduled Board meeting.*

- Call Meeting to Order:*** Terry Glenn called the meeting to order at 1:00 p.m.
- Roll Call / Cert. Of Proxies:*** Unit Owners present were, 01 Pellitier, 02 Hodam, 05 Walker, 09 Mahoney, 11 Smith, 13 McCabe, 19 Glenn, 26 Stow, 28 Wonderlick, 39 Warren. Board in attendance, Mahoney, Glenn, and Warren established a quorum of the board for this meeting.
- Approval of Agenda:*** Two additional items were added to the agenda; Under new business (f) Small Vent Pipes and (g) Satellite Dish. With these two items added to the agenda the agenda was unanimously approved.
- Approve of Minutes Dated 5/1306:*** *Don Stow made a motion to approve the May 13, 2006 minutes as presented. Steve Mahoney seconded. Motion carried.*
- Treasure's Report:*** Valerie Warren presented the Financial Statements through April 30, 2007. Operational cash has a balance of \$43,034, Land Purchase Reserves has a total of \$297,769, and Reserves for Replacements has a balance of \$68,033. She mentioned that the land purchase reserve balance may come in short of the \$351,000 balance that we expect in March 2008 but only by a small margin. We are over budget on contingency due to purchasing the remaining light covers for the exterior doors. Tree Removal was over budget for removal of 6 beetle kill trees that required special handling. We came in under budget on snow removal this year.
- Manager's Report:*** In Gerry Stearns absence, Terry Glenn gave an overview of the Manager's Report. We will be having the pathways resurfaced and possibly widened with a cost not to exceed \$8,200. This project will be paid from our reserve replacement account. The pool coating that was placed around the edge of our pools last season has failed. Gerry spoke with Artisan Finishers, the company that applied the epoxy last year. They have removed and replaced the epoxy at no cost to the association. We entered into another contract with Robert Dagget for our pool service and maintenance. A "not to exceed" contract was entered into with Robert Klaver for our grounds maintenance. In addition to our landscape needs, Robert will be completing our irrigation repairs that he has been working on for the past two seasons. His contract is not to exceed \$10,200 which will include the irrigation repairs.
- Old Business:*** **Garbage Enclosures:** Unit #9 is currently having a new enclosure put in place ~~that allows for storage plus garbage can.~~ Enclosure has a swing door and is free standing. Discussion regarding the future possibility of a centralized garbage storage area took place. Further follow up for cost savings evaluation and

location will take place. This will be an agenda item for our Annual Meeting in October.

**Post Replacement:** We have purchased and have on site 26 posts that will replace the old deck posts that are in disrepair.

**Light Covers:** All exterior light covers that have been purchased over the last two years have been put in place. This work was done during our last two work parties. Some owners have placed their own covers at an earlier date, however, in order for all units to be uniform, those covers have been replaced with the new. When they were replaced during the work parties, the owner's cover was left on the porch for the unit owners to put away.

**Roof Replacement:** The roofs have been graded and a schedule of replacement has been determined. ~~We do not know the exact time this work will commence. It is the consensus of the Board that we will wait until the land is purchased. Possible funding ideas were discussed; entering into a 5 year repayment plan; using the continuation of our current assessments, or special assess to pay for this project was discussed. Although previously intending to wait until after the purchase of the land, the Board is now considering various funding options that would allow roof replacement prior to purchase of the land.~~ The Board has asked that this subject be part of the Annual Meeting agenda.

**Old Business:**

**Asphalt:** The Board had a chance to view the condition of the parking and drive asphalt. They have determined that they can hold off another year. They might consider sealing the asphalt next year. Concern about the parking areas were discussed. In some areas there is a need for curb stops and some owners would like to have the Board consider options to keep guests from parking on the grass.

**Painting:** We are at the end of our first progressive paint schedule. We have two units to paint this summer. We started this schedule in 2001. In order to maintain quality control we will finish the two units and touch up on units that need it around the complex where the paint has failed or where paint was originally applied sparingly.

**Unit Modifications:** Unit owner of 28 and 36 are seeking Board approval for substantial deck expansions. Don Stow made a motion to table this discussion due to the owner's assessments being in arrears and to await upon the submission of formal drawings that will clearly depict the proposed common land use. Valerie Warren seconded. Motion carried.

Unit owner of #5 has submitted a proposal to replace all existing windows and patio doors with vinyl energy efficient windows. She would like to extend the main floor by 50 sq ft and the upper floor by 60 sq ft. The Board will hold their decision ~~upon receiving~~ pending submission of more detailed drawings. Concern was expressed about color and appearance of vinyl windows. The Board decided it would need to review the specific color and evaluate the appearance of a vinyl window before making a decision. There are some modifications to the main floor that they feel would stay within the guidelines of the current design but feel that the upper floor changes would not likely work with the current roof line. The owner's time frame for this work would likely take place

in 2009 or 2010. The Board provided general feedback and comment, but did not approve any changes pending a more detailed submission.

**Wedding:** Deanna was contacted in January by a couple that wish to renew their wedding vows on property near the bike path between units 20 and 21. Here is where they met and fell in love over 20 years ago. They are celebrating their 20<sup>th</sup> anniversary on August 4<sup>th</sup>. They have agreed upon the terms that the Board has given them so they may have their wedding on property. They will be issuing a Certificate of Insurance listing Ranch Cabin AUO as the Certificate Holder and showing liability coverage limit of at least \$1,000,000. The policy will be in the name of the bride and/or groom. The couple will provide a \$200 security deposit in the event they do not clean up and restore the area after use. They agree to reimburse the AUO for any costs incurred due to their use of the property. The security deposit will be returned if property is left clean and unharmed. The couple will be shuttling in their guest so parking should not be an issue.

**Roof Vents:** The Board noticed during the work party that the smaller chimney vents are deteriorated. They will need to be replaced. If possible, their replacement might be combined with the roof replacement project.

**Satellites:** Valerie Warren brought up the feasibility of placing satellites on the units. SROA has specific guidelines regarding the placement of satellites and their color. Valerie will look into this for further discussion.

**Other:** Don Stow made a motion to establish a written policy regarding the replacement of windows, doors, and decks. This policy to be a published document and presented at the annual meeting. Steve Mahoney seconded. Motion carried.

***Adjournment:***

There being no further business to discuss, Don Stow made a motion to adjourn the meeting. The meeting was adjourned at 3:42 p.m.

Respectfully submitted by Deanna Knox  
Elite Management Services

The Annual Meeting will be held on October 13, 2007. A formal meeting notice will be sent out at a later date.