

Ranch Cabin Association of Unit Owners
Annual Meeting Minutes
October 11, 2014
Located at the SROA Board Room

These minutes are subject to change and approval at the next scheduled Annual Meeting

Call Meeting to Order: Terry Glenn called the meeting to order at 12:35 p.m. He welcomed all members in attendance.

Establish Quorum: Owners in attendance were Steve Mahoney (9); Doug Smith (11); Terry Glenn (19); Terry and Ann Carter (22); Mike Hasson (23); Joe Kurtz (32); Andrew and Tracy Klein (35). Owners represented by proxy were Pellitier (1); Hodam/Cookson (2); Watanabe (4); Douglas (6); Dwan (8); Cloran (15); Tiland/Schmidt (16); Scheingold (17); Brown (20); Cottonwood Legacy (21); Piper (24); Stow (26); Bergstrom/Austin (30); Barcheck (31); de Castro (33); Walker (37); Wonderlick (38); and Warren (39). With 25 of 39 units represented either in person or by proxy, a quorum was established (64.1%) for this meeting.

October 19, 2013 Minutes: Doug Smith made a motion to accept the October 19, 2013 Annual Meeting Minutes as presented. Joe Kurtz seconded. Motion carried.

Treasurer's Report:

Steve Mahoney presented the September 30, 2014 Financial Statements as handouts to all owners in attendance. Common Ground expenses are under budget. We did anticipate having the chimney's painted but the usual contractor that performs our painting has been unavailable. This work will be deferred to 2015. Management and Administrative costs are within budget. However, legal costs have come in slightly over budget. Pool Expenses are over budget due to the increase in Natural Gas costs, and chemicals. Currently there is \$7,500 held in the operational account, and \$36,000 held in reserves. We are anticipating the sale of Unit 28 and 36 within the month which will bring our accounts receivable into a favorable position. We are working with 25 and have been promised payment shortly. Doug Smith made a motion to accept the Treasurer's Report as presented. Anne Carter seconded. Motion carried.

Manager's Report:

Midstate Electric Update: Midstate made a fault repair near unit #26 but failed to bring the asphalt patch up to grade. It was about ½" too low. There was no seal coat placed in this area after the repair. Midstate was subsequently notified and the faulty asphalt repair was rectified.

Pathway Sealcoat Update: This work was finalized on schedule at a cost of \$1,883.70

Ranch Cabin Paint Update:

- a) On the original schedule of cabins to be painted #28 needed to be painted this year due to extreme weathering, and was moved up into this year's schedule in place of #17 which had been scheduled for 2014. Painting for #17 has been deferred to 2015.
- b) Following up on terry's walk-thru numerous siding boards were replaced by the contractor on units 2, 4, 7, 9, 13, 15, 17, 21, 27, 28, 31, and 36. Contractor's cost for the replacement labor was \$1,975.00. All were painted with one coat of primer and one coat of the building color. Contractor's cost for the board painting was \$350.00.
- c) Chimneys on Units 1, 4, 15, 18, 19, 24, 32, 35, and 36 were also painted at a total cost of \$495.00. Units 34 and 35 are yet to be painted and are included in the above bid figure. Additional units needing their chimneys painted are 5, 11, and 38.

Old Business:

Land Deed Conversion Update: Michelle Pellitier had send an email to Terry Glenn expressing that the Conversion had been completed on June 4th. ~~The land is now owned by the Association~~ Association is now a fee simple condominium rather than a leasehold condo. Terry will be following up with how the owner deeds will be affected.

Ranch Cabin #18 Lawn Repair: The owner removed the old deck behind his unit which extended onto the common area and had never been approved by Ranch Cabins Design Committee. The association agreed to replace the common ground area with sod at a cost of \$484.50. It was also necessary to replace two posts at front and back during renovation at a cost of \$240. The chimney T-Top had been removed to install a gas flue liner. The contractor did not replace the T-Top. The contractor was notified and the chimney was refitted with an appropriate attachment for the T-Top.

Water Increase: The PUC has agreed to allow a 10% water rate increase. The Resort had been asking for a 26% increase. This will affect our budget costs for irrigation and pool water in 2015.

Pool Cover Study: The Board made a decision to not replace the bubble pool cover and have the roller removed from the pool area after discovering the pool cover made little difference in the cost of heating the pool.

New Business:

Sewer Line Project Costs: Gerry mentioned that all the sewer clean outs have been located at each unit and are painted green. The sewer line clean out project is not quite complete. There are two locations #28 and #30. Repair would entail asphalt excavation with an anticipated cost of \$1000. This project will be addressed at a future time. Steve Mahoney made a motion to ratify the sewer line maintenance cost in the amount of \$1,000 for the 2015 budget. Doug Smith seconded. Motion carried.

Pool Water Heater Replacement: Gerry mentioned that the pool water heater is close to reaching its useful life. The replacement cost is \$4,800. This work has been deferred until 2016 or later if practicable.

Sand Filter Rebuild: The sand in the pool filter needs to be replaced and the filter rebuilt. Gerry was given a good estimate for this rebuild for an amount of \$650. This amount will be added to the 2015 budget and should be completed prior to pool opening in 2015.

Open Forum:

Approve Past Email Transmissions: There were no email board actions this past year.

Approve Actions of the Board: Andrew Klien made a motion to approve the actions of the Board for the past year. Anne Carter seconded. Motion carried.

Election of Board of Directors: At the end of this meeting the terms of Don Stow, Doug Smith, and Steve Mahoney will expire. Terry Glenn opened the floor for nominations. There being none, Terry asked for a vote by owners present and available proxies. Incumbents Doug Smith and Steve Mahoney were elected for another two year term. Joe Kurtz was elected as a new director, also for a two year term. Their terms will expire in 2016. Terry Glenn and Michelle Pellitier's positions will expire in 2015.

Spring Meeting Date: The spring meeting date has been set for May 16, 2015 at 1:00 p.m. Location of this meeting will be announced at a later date.

Open Forum Items:

- a) Owners experienced several violations at the pool this summer. They were dogs inside pool area with dog excrement on inside lawn area. It was agreed for Gerry to have a sign made announcing that **ABSOLUTELY NO PETS** will be allowed in the enclosed pool area.

b) Gerry introduced Jasen Shisler, a representative for Great Northern Windows and Door and Milgard windows. He brought in several samples of different types of windows available on the market today. It was the Board's intent to establish guidelines for the design review of projects which involved window replacements and to identify a modular window which would be an acceptable replacement to the original craftsmen windows. After his presentation the floor was open for a question and answer period. Doug Smith made a motion to approve the replacement of current slider doors with Milgard Essence Series patio doors as an acceptable replacement sliding door. They may be aluminum, wood, or fiberglass and must be close in color to the existing bronze color. All sliders in each unit must be identical and replaced at one time. Joe Kurtz seconded. Motion carried.

c) Andrew Klein made a motion to approve the replacement of windows on one side of a unit and/or all windows at one level if owners do not wish to replace all windows of the cabin at one time. Color must be close in color to the existing bronze color. Approved windows to be Milgard Essence Series windows accept as a guideline the Milgard Essence Series window in a color consistent with current window trim, provided that if all windows on the house were not replaced at the same time, at least all windows on one side must be replaced at the same time. Anne Carter seconded. Motion carried. Additionally, Tracy Klien made a motion to amend the prior motions to add that the Milgard Essence Series patio doors and Milgard Essence Series windows be approved as replacement in the color close in color to the existing bronze. Additionally, after any install the windows must be painted on the exterior to match siding color.

[President's Note: The above motions are NOT an approval of specific owner projects, but rather serve as a guideline to the Board in the design review process. Individual projects which make any change to the exterior of the unit must still be submitted for design review approval.]

With no further business to discuss, this meeting was adjourned.

Immediately following this meeting the Board of Directors met to appoint Board positions. Terry Glenn called the meeting to order. All Board members in attendance chose to keep the appointed positions that were held last year. Terry Glenn; Board President, Michelle Pelletier; Secretary, Steve Mahoney; Treasurer, Doug Smith; Board Member, and newly elected Joe Kurtz; Board Member.

The first order of business was to review a proposed plan sent in by the owners of Unit 21. This proposal was to obtain Board approval to remove two slider doors, rebuild with wainscot walls and siding where sliders are to be removed, and install windows above each of the areas where the sliders had been removed. After Board discussion this request was approved setting the following criteria:

Option 1: May be Craftsman style windows built to match existing windows

Option 2: All windows must be of Essence style windows and must follow all contingencies as stated in the Annual Meeting Minutes dated October 11, 2014. Also

- a) Owner must remove vinyl window at bathroom to bring home in compliance.
- b) Windows must be single panel windows and same size.
- c) Windows must be painted on the exterior to match color of specific unit.
- d) Before any work is performed, owner must gain SROA approval.

There being no further business to discuss, the meeting was adjourned at 3:30 p.m.

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