

Ranch Cabin Condominium Association of Unit Owners
Spring Board Meeting
Saturday, May 14, 2016 at 9:00 a.m.
Located at SROA Board Meeting Room

Call to Order: Terry Glenn called the meeting to order at 9:20 a.m.

Establish Quorum: Board members in attendance were Terry Glenn, Steve Mahoney, Doug Smith, and Joe Kurtz. Michelle Pellitier attended by teleconference. With 5 of 5 board members in attendance a quorum was established.

Attendance: Owners in attendance were Steve Potochnik representing the McKillop Family, Andy and Tracy Klein, Linda Smith, and Mike and Ann Hasson. Management in attendance was Gerry Stearns and Deanna Knox.

Treasurer's Report: Steve Mahoney presented the April 30, 2016 Financial Statements. Reserves held \$63,200 and the Operational Acct held \$27,900. Accounts Receivable balance was as \$1,900. At the date of this meeting there were two owners that still owed for 2nd quarter. If these assessments aren't received promptly Deanna will contact the association's attorney Tom Wolf to demand payment and charge back the attorney fees to the owners. Contingency is under-budget but we think that's going to be short lived. Steve is confident that we will end the year within budget. Doug Smith made a motion to accept the Treasurer's Report as presented. Joe Kurtz seconded. Motion carried. A copy of the Financial Statements is attached to these minutes as **Addendum A**.

Manager's Report:

Work Party Cleanup Results: Gerry Stearns presented a Winter Storm Log that explained the damage caused by extreme snow fall and wind storms. A copy of his report is attached at **Addendum B**. There were many trees and limbs that fell, causing damage to buildings and property. Thanks to the work party crew much of the smaller limbs and trees were cleaned up. The Board performed a walkthrough of the property prior to this meeting and will add to their written list and share with Gerry after this meeting.

2016 Mowing Contracts: Gerry Stearns is awaiting a contract from Klaver Landscape but he anticipates no increase over last year's \$12,000 contract. Ken Cross, who takes care of the pool lawn area, will keep his contract the same.

2016 Pool Maintenance Contract: Robert Daggett Pools contract runs from May to April. Gerry gave a \$100 per year increase over last year bringing the contract amount to \$11,340 with a payout of \$945 per month.

Old Business:

Motion for Roof Damage Subsidy: Michelle Pellitier made a motion that the Association will provide up to \$500 per year per Unit for the repair and maintenance of roofs damaged by acts of nature, provided that such repair and maintenance is reasonably necessary in the sole opinion of the board or its designee, and that the repair is satisfactory to the Board, and that such funds shall not be used for replacement of the roof. In taking this action, the Board acknowledges that the Declarations specifies that roofs are part of the Unit and not a common element, but that there is a communal interest in maintaining the appearance of roofs in a consistent manner. Roof maintenance, repair, and replacement beyond the funds provided by this action shall remain a unit owner's responsibility. Steve Mahoney seconded. Motion carried.

Roof Damage Repairs 11, 21, 25, 27: A total of 4 units were identified to have roof damage because of trees and limbs falling on them during the heavy snow and wind storms in December. Gerry received bids to repair these roofs. The cost could go as high as \$1,200 per repair. The roofer can possibly begin repairs prior to the 23rd of May.

New Business:

Chimney Clean: Terry Glenn organized an email broadcast to clean all the chimneys on property. Doing so provided a discount in price. Owners need to consider providing this maintenance to their units every three years. Gerry Stearns can be the scheduler for all future events

Pool Water Heater: The new pool heater has been delivered and is ready for installation by Robert Daggett.

Pool Painting: There are numerous spots in the pool where the paint is lifted and it's evident that water is getting under the pool paint. A specimen of our current paint surface will be tested to determine the chemical makeup of the paint now on the pool floor. When repairing, the new material must match that on the pool surface; otherwise it will not adhere to the concrete base of the pool. The board made the decision to prep the pool for the repair now while determining the content of the material. Gerry will send a broadcast email to owners to let them know that the pool may not be opened by Memorial Day. He will also contact the rental agencies.

Water Rate Increase: Gerry Stearns shared a letter dated January 1, 2016 from Sunriver Water LLC explaining the changes to the monthly utility fees for residential customers. This letter was sent to all Sunriver deed holders. If you did not receive it, a copy will be mailed to you upon request.

Annual Painting Schedule: The paint schedule has been deferred this year for units 29, 31, 34, and 37. The funds saved from this scheduled work will roll forward and be used for tree removal and touch up painting resulting from tree damage. The Board has agreed to inspect these cabins' siding after this meeting.

It was also agreed that Gerry will purchase a gallon of paint of each unit color. It will be stored in an enclosure at unit #19 for preservation during the winter months.

Tree Removal: The cost to removal all the damaged trees, limbs, and stump grind is \$12,600. The Board agreed to move \$9000 from the Painting Budget to defray some of the cost. There is \$1,200 left in the tree removal budget. Michelle Pellitier made a motion to allocate \$10,000 against the \$12,600 quote for tree removal. Doug Smith seconded. Motion carried. Some of the tree and limb removal work may be done prior to June 15th. Michelle Pellitier would like to plant 4 larger trees each fall to replace the trees lost, and for Klaver Irrigation to modify the irrigation system as needed to bring water to the trees where planted, to help the trees health and growth.

Work Party Member Credit: Long ago the people who helped with the work parties received a \$50 credit each year placed against their assessment fee. The board felt that the work party is more of a pride of ownership and would like to waive this credit. Instead the Board would like to acknowledge the owners' service by having a progressive dinner for fun and entertainment.

Screen Door RC #37 and Door Replacement on #8: Michelle Pellitier made a motion to accept the proposals as presented from owners #37 and #8. Steve Mahoney seconded. Motion carried. Gerry will notify the owners.

Other:

Special Work Party: October 1, 2016 the owners are invited to help finish up on the tree removal project.

Annual Meeting: October 22, 2016 9:00 a.m. at the SROA Building Meeting Room

5:50 p.m. dinner at Gerry Stearns House – Potluck

Steak, utensils, and drinks will be provided.

Terry adjourned this meeting at 11:30 a.m. to be to be reconvened when the Board reassembles at the Ranch Cabins pool to examine the pool paint failure.