

**Ranch Cabin Association of Unit Owners  
Annual Meeting Minutes  
October 20, 2018 at 1:00 p.m.  
Located at the Deschutes County Library Meeting Room**

**Call Meeting to Order:** Terry Glenn called the meeting to order at 1:13 p.m.

**Establish Quorum:** With 25 owners represented in person and/or proxy a quorum was established for this meeting.

**Treasurer's Report:** Steve Mahoney presented the Balance Sheet and Profit/Loss Reports dated September 30, 2018. There is currently \$2,101 in operational cash and \$116,969 set aside in reserve for future replacements. Accounts Receivables have a prepaid dollar amount of \$11,065 with no delinquent owner balance. Total income is within budget as well as Management and Administrative costs and Pool Expenses. We are under budget in our Common Ground Expenses, however, the cost of painting had not yet been billed. Otherwise our ground expenses would be on target with our budget. A copy of the September 2018 Financial Reports are attached to these minutes as **Addendum A**.

**Manager's Report:** A copy of an in depth report is attached to these minutes as **Addendum B**.

**Old Business:**

**Stump Grinding:** The Board of Directors will be including the cost of this work to the 2019 Budget rather than having it be a part of the owners work party next year.

**Sewer Cleanout Risers:** All risers have now been located on the property. Any sewer caps with visible cracks will be replaced.

**New Pool Gate Lock:** The owners discussed the use of pool codes during the summer months and whether they felt it was a success in keeping non-owner rental and non-owner guests from using the pool. Some owners thought that it did not deter outsiders from using the pool. Michelle Pelletier with help from owners will prepare a more aggressive non-authorization sign at the pool and we will change the owner and guest code each month while the pool is open. Gerry and Deanna will contact all owners with the change of pool gate code and the date of change.

**New Business:**

**Lawn Mowing Frequency:** Michelle Pelletier made a motion to review the mowing and irrigation contract this year and ask for a change in mowing from an every 3 week schedule to an every 2 week schedule and ask that the contractor bag clippings during mow. Doug Smith seconded. Motion carried. Gerry will provide Michelle with a first draft of the Landscape Contract.

**2018 Paint Schedule:** See #2 of Manager's Report

**2018/2019 Snow Removal Contract:** There will be no change in the snow removal contract from this fiscal year to next fiscal year.

**Other Business:** At the end of this meeting Steve Mahoney, Doug Smith, and Joe Kurtz's board term will expire. Terry Glenn opened the floor for nominations. There being none Don Stow made a motion to elect the slated incumbents Steve Mahoney, Doug Smith, and Joe Kurtz for another 2 year term. Michelle Pelletier seconded. Motion carried unanimously. We thank them for their continued service to the Board of the Ranch Cabin Association.

**May Board Meeting Date:** The next Board meeting will be held on May 18, 2019 at 10:00 a.m. There will be an Owners gathering at 12:00 noon for pizza. Location of the meeting and gathering will be announced at a later date. A work party will follow the noon get together.

With no further business to discuss, Terry Glenn adjourned the meeting at 3:40 p.m.

