

**Ranch Cabin Association of Unit Owners**  
**Spring Board Meeting Minutes**  
**May 18, 2019 located at the Sunriver Library**

**Call Meeting to Order:** Terry Glenn called the meeting to order at 9:05 a.m.

**Determination of Quorum:** Board members in attendance were Terry Glenn, Steve Mahoney, Doug Smith, and Joe Kurtz. With 4 of 5 Board members in attendance a quorum for this meeting was established. Owners in attendance were represented by their unit numbers were as follows; 8, 11, 14, 16, 23, 24, 25, 32, 35, and 39.

**Treasurer's Report:** Steve Mahoney presented to the Board and those in attendance a written financial report. As of April 30<sup>th</sup> there was \$34,106 in the operational account at \$126,536 in the reserve account. Steve had two expense line items that are over budget due to the harsh winter storms. Those line items are snow removal and tree removal. There is still work to be complete on the grounds ie; tree damage. Steve feels a strong possibility that the cost overage may need to come from reserves and these funds will need to be paid back from a future budget. It's a wait and see. Not included in the financials is a \$2,900 bill just received for pool chemicals. This expense will show up in the May financial data. Doug Smith made a motion to accept the financial report as presented. Joe Kurtz seconded. Motion carried.

**Manager's Report:** Please see Addendum A.

**Old Business:** Addendum A covers Old Business items of the Meeting Agenda.

**New Business:**

- **Lawn Maintenance Bids** – (3) Bid of Service was sent out for landscape and irrigation services. Gerry had one returned which came from our current landscaper, Robert Klaver. He presented a written copy of the bid to the Board. Some owners gave feedback of things they felt could be improved while crew is on property. Better care needs to take place when blowing debris after mowing. Keep debris off decks and don't blow back onto lawns. Doug Smith made a motion to accept Klaver Landscape bid for a cost of \$17,005. Joe Kurtz seconded. Motion carried. Gerry will speak with Klaver to correct blowing debris as discussed. **2019 Painting** – Gerry and the Board walked through property prior to this meeting on 5/17/19. The Board determined paint only those homes that need to be painted. Here are the identified units that will need painted either in full or partial: (Painting schedule to be determined at a later date but most likely after Labor Day).

- a) Complete paint on 9 and 29
- b) Touch up paint on 5, 16, 17, 18, 23, 24, 38, 39
- c) Three sides on 25
- d) Bike path side on 33
- e) Two sides and fascia board on 37
- f) Back side and white trim on windows on 35

- **Wood Yard / Policy**

The Board approved the following motion: Effective October 1, 2020, Firewood storage shall be limited to 1/2 Cord (64 cu ft), which must be maintained in a self-supported manufactured rack consisting of vertical steel uprights of sufficient strength to maintain the ends of the wood pile in relatively plumb vertical manner. Covers must be fitted covers intended specifically for firewood racks in black fabric. Alternatively, firewood may be stored in a structure, compatible with the style and materials of the cabin exteriors, which has been submitted and approved by the Board's design review process. A small rack or bin may be kept on a deck for convenient daily use.

After October 1, 2020, firewood which is not in compliance with this policy may be moved to the communal woodpile by Owner, or by the Association at the Owner's expense. A letter that was emailed to all owners pertaining to this motion. It is also attached to these minutes as Addendum B

**Other Business:**

- **Website:** Terry Glenn has volunteered to set up a website for the Ranch Cabin Association of Unit Owners. Items that can be seen on the site might be Bylaws, CC&R's, link to SROA site, meeting minutes, paint schedules, contact info, floor plans, rates, budgets, etc. No date is set for completion.
- **Care and Share:** John Saltzer works closely with this non-profit organization. This organization works on Ranch Cabin property and other Central Oregon properties in various ways. They generally help us remove downed trees and large limbs after winter storms. They dry the wood in an offsite area where people in need of firewood may stop by and pick it up. Because of their hard work for our clean up needs Gerry had asked to if a donation could be made to help the cause. Steve Mahoney made a motion to send Care and Share \$500 for their service. Doug Smith seconded. Motion carried unanimously. This fee will be built into future budgets in the case we might need their service.
- **Establish Fall Meeting Date:** The Annual Meeting date has been set for September 28, 2019 at 10:00 a.m. located at the SROA Meeting Room. There will be a work party after the meeting and some very nice owners will organize a Potluck Social after the work party. You won't want to miss it!

**Adjournment:** Terry Glenn adjourned this meeting at 11:06 a.m.

