

**Ranchcrest Homeowners Association, Inc.**  
**Board of Directors Meeting Minutes**  
**Tuesday, July 11, 2023**  
**Online Zoom Meeting**

**CALL TO ORDER:**

Griff Griffith (HOA President) called the meeting to order at 7:07 pm

**ROLL CALL:**

- Present: Griff Griffith, Andy Meyer, Wynn Johnson, Jarod Johnson, Bill Hanks: ACC Representative: Robert Stanton
- Absent: Charles Burleson, Bert Yow

**Reading, Update and Approval of Prior Minutes:**

Andrew Meyer (Secretary) reported that the minutes from 2022 have been transcribed using an online program and need to be converted into minutes to be voted on by the Board. Previously others were willing to help with these past minutes. Minutes from April and May 2023 also need to be put into minutes for voting. These documents will be voted on at 4<sup>th</sup> quarter meeting (date TBD)

**Reports of Officers:**

Treasurer Report: Andrew Meyer 1<sup>st</sup> motion to accept the treasurers report, and Wynn Johnson seconded the motion.

Griff Griffith's reported the Treasurers report *in absentia* of Bert Yow. He reported that 28 of 72 homes have still yet to submit their dues for 2023. The association has spent utility monies and landscaping monies in line with annual budget. The current holding for the organization at \$17,690.65; new fencing will cost \$12,000 and landscaping updates cost \$2,300. After these items are paid in full, the organization should have \$5,690.65. we are financially set, but still need to gather remaining outstanding dues from the 28 homes.

**Committee Reports**

1.) *Grounds/Landscaping*, watering is going well, and new company has been secured to mow, weed, and keep up the general aesthetic of the front entrance for \$80 per visit. Scheduled to be every three weeks. Jarod Johnson and Charles Burleson (though out for health reasons for a few weeks) will be point of contact with new landscaping company.

Previous Landscaping company– discussion to pay previous landscaping individual, Luis, \$300 for work completed. Griff suggested only \$200 as provider was not approved to mow the third time. Bill Hanks put forth the motion that we pay Luis full \$300 and Wynn Johnson 2<sup>nd</sup>.

Bob Stanton suggested we ask new landscaping company to take a picture when finished with landscaping each time they come out, to ensure the job has been done with a time stamped image.

Entry Fencing: Devco had completed pillars and had reported the job would be finished the week of July 10, 2023. As of this typing, the fence portion as not complete.

2.) *Architectural Control Committee Activity/Report*: Bob Stanton reported on the two projects currently underway in the neighborhood. In his opinion the process still needs to be smoother, but this could be caused by the movement of some ACC members away and onboarding new systems and individuals. We discussed the process of individual ACC members being named as point persons as new projects are submitted. Then they do their review, sharing with other ACC members if need be and report their recommendations for approval to the Board. If items are missing or needed in the submitted report, that point person will work with the homeowner and of needed, other ACC members and the Board.

At the promoting of Jarod Johnson, we discussed need to check if there a fee for submitting a plan proposal to the ACC was removed in prior meetings about the document. Andrew Meyer said he would go back into the prior meeting where the document was voted on and update the Board on this.

3.) *HOA New Restrictions*: Andrew Meyer discussed where he was in this process, or addressed envelopes and then the whole Board discussed the process. A cover letter will be sent out with instructions, and the revised restrictions (with changes highlighted), instructing the homeowners of the process for voting. Ballots will also be included in the envelopes and homeowners can vote on the restrictions through the mail and return their vote in this manner. We will also hold a in-person meeting to have a vote if homeowners select this process. Dates have still yet to be established. Griff stated he would get a copy of the cover letter to Andy Meyer for editing and adoption for mailing.

Andrew Meyer also stated he needed to finalize the one restriction revision document with the Bob Stanton exemptions voted on at the 2023 annual meeting, to remain in the proposed restriction document. Wynn Johnson urged the vote to be completed to remove this item from the Boards items needing to be addressed.

Andrew Meyer also stated he wished to get mailing addresses into an excel file so that labels can be printed easily in the future and homeowner addresses can be updated easily.

### **Old Business:**

Andrew Meyer (Secretary) provided an overview of the 2022 Board Activity. He presented the that the Board met virtually 10 times in 2022, and 2 times in 2023 prior to the annual meeting. Since then, the Board met in April (4th) and May (4th) 2023. In 2022 the Board continued to revise the restrictions, with a nearly final draft approved by legal representatives, the front entrance fencing project was approved and initiated, Entry landscaping project was approved and Completed (in 2023), the collection of unpaid homeowner fees continues to be ongoing, the web site is up and running and now includes HOA documents and can now accept dues, and the Board created an Improvement Request Form for use with ACC. We also placed Christmas light at the front entrance.

### **New Business:**

- Bill Hanks urged face-to-face meetings for the Board in the future, and Wynn Johnson agreed.
- Andrew Meyer stated he would reach back out to the neighborhood about a call for more ACC members (1-2 more would be ideal)
- Wynn Johnson thanked Jarod for his work on the landscaping and for continuing his place on the Board.

**Adjournment:**

Motion to adjourn the meeting: Andrew Meyer 1<sup>st</sup>, Jarod Johnson 2<sup>nd</sup>.

Meeting adjourned 8:00 pm

Respectfully submitted by: Andrew R. Meyer (Ranchcrest HOA Secretary 2023-2024)  
7/17/2023