

# DRAFT

## Minutes

R-Ranch POA Board of Directors

### Working Session of the Board

Wednesday, 12/28/2022 5:30pm

Via Zoom Only

1. Call to Order at 5:37pm by Mark Osborne
2. Pledge of Allegiance was led by Mark Osborne
3. Mark Osborne reviewed the meeting ground rules.
4. Roll Call by Emilie Simmons
  - Mark Osborne, President
  - Mark Grenbemer, 1st Vice President
  - Robert Tennies, 2nd Vice President
  - Curtis Hancock, Treasurer, joined the meeting at 5:51pm
  - Emilie Simmons, Secretary
  - Absent: Don Fukushima, 3rd Vice President*
  - Absent: Jason (Jay) Adams, 4th Vice President*
  - Heath Kauffman, General Manager is present
  - 4-5 Directors were present, quorum was established.***
5. Review and set Agenda. **Emilie made the motion to approve the agenda as presented. Mark G seconded. Agenda was approved by unanimous vote.**
6. **Mark G made the motion to approve the 10/15/22, 11/12/22, and 11/16/22 minutes as written. Mark O seconded the motion. Minutes were approved by unanimous vote.**
7. Mark Grenbemer reported that the Board met in Executive Session on December 14th, 2022 to discuss legal and contract issues. Additionally, the Board voted via email on 11/29/2022 to approve the finder's fee amounts for referrals that result in a share being purchased through Headquarters. **Emilie Simmons made the motion via email that R-Ranch Property Owners' Association offer a \$100 finder's fee, in the form of a check, to anyone that refers a new owner to us, provided that the new owner purchases a share directly from Headquarters. If the referring person is a current Owner at R-Ranch, he or she may opt for either a \$100 check, or a \$250 credit that cannot be applied to assessment fees, but can be used for any other ranch services, amenities, or merchandise. Curtis Hancock seconded the motion. Motion carried unanimously.**

#### Unfinished Business

The Board did not address any unfinished business at this meeting.

## New Business

Curtis Hancock joined the meeting via phone call at 5:51pm.

8. Initial Discussion of election service options for 2023
  - a. Latest bid from Ballot Box was for over \$14,000. Heath will check with Ballot Box to see if that amount can be reduced.
  - b. R-Ranch at the Lake used e-ballot service for their elections last year. Mark O will find out which company they used, and the cost.
  - c. Emilie will check with Ranch Legal to see if our by-laws would allow e-ballot option.
  - d. **Emilie made the motion to table further discussion about the election until the January 16th meeting. Mark G seconded the motion. Motion passed unanimously.**
9. **Proposed Brown Book Changes**
  - a. Discussion was held about changing the Brown Book rule so that Owners need to use their 210 nights during the calendar year of January 1st to December 31st. Currently the rule allows Owners to use their 210 days based on the Owners year which starts on the Owner's anniversary date. The current rule is harder for staff to track, and harder for staff to generate Owner use reports when requested by the Board. The rule was put in place to address a previous issue of Owners using their 210 nights back-to-back around the new year. Unfortunately, some owners continue to stay more than 210 nights in a row, because their count resets on their anniversary date. More discussion will be needed at the next meeting.
  - b. Discussion was held about changing the format of the Brown Book so that all fee and fine amounts are removed from throughout the Book, and included just on a fee/fine schedule sheet. This would save the R-Ranch the cost of updating and printing all new Brown Books everytime a fee or fine amount changes.
10. Owner Comment Time: Owners were given the opportunity to provide feedback to the Board about the proposed Brown Book changes, or any other issues they wished to address. Comments typed into the Zoom chat feature were read and addressed, and Owners were also able to address the Board via microphone if desired.
11. Board Action
  - a. **Mark G made the motion to accept the proposed Brown Book wording as presented, with no carry-over of unused days that an Owner may have from 2022. Robert seconded the motion. Motion carried with 4 votes in favor (Mark G, Curtis, Mark O, and Robert) and 1 vote abstain (Emilie).**

### **New Brown Book Wording:**

Section 1.15: Owners are entitled to stay up to 210 nights during each calendar year, beginning on January 1, 2023. Owners that stay more than 210 nights per calendar year are subject to fines, disciplinary action, and/or legal action.

\*Additionally Resolution 2007-02 will be removed from the Brown Book, and edits made to

section 13 for consistency.

After the motion was adopted, an owner expressed opposition. The board did not choose to revisit the motion.

- b. Emilie Simmons made the motion to remove all fee amounts or fine amounts from the Brown Book and put them all on a separate Fee Schedule sheet. Mark G seconded the motion. Motion passed unanimously.**
12. Announcements:
- a. Curtis will be Board Liaison to the insurance issue and research of options.
  - b. Next agenda will include a proposed rule addition for a mandatory break between 210 day stays.
13. Next Working Session will be Monday, January 16th at 5:30pm via Zoom. Next Quarterly Meeting will be Saturday, February 11th, 2023 in the TV Room by Headquarters, and via Zoom.
- 14. Mark G motioned to adjourn the meeting. Mark O seconded the motion. All were in favor. Meeting adjourned at 7:00pm.**