

**R-Ranch POA Board of Directors**  
**Board Working Session Minutes**  
**Monday, 2/27/2023 5:30pm**  
**Via Zoom Only**

1. Call to Order at 5:40pm by Mark Grenbemer
2. Pledge of Allegiance led by Travis Morgan
3. Meeting Ground Rules were reviewed by Mark Grenbemer
  - a. **This meeting is being recorded. By attending, you are consenting to being recorded. Recordings can be made available to owners in good standing.**
  - b. Owners are welcome to comment during owner comment time only.
  - c. Owners typing in chat are asked to be polite and respectful, and to refrain from posting while someone is talking.
  - d. Votes will be taken by asking each Board Member one at a time.
  - e. Board members will abide by the meeting ground rules.
    - i. Board Members will come on time and prepared for the meeting.
    - ii. We will be polite, positive, and respectful.
    - iii. We will refrain from interrupting the speaker, making derogatory statements, or making accusatory remarks.
    - iv. We will listen to learn.
    - v. We will keep our comments concise and to the point.
    - vi. We will take turns in discussions, giving each board member a chance to speak on each round of comments.

4. Roll Call by Emilie Simmons

Mark Grenbemer, 1st Vice President  
Robert Tennes, 2nd Vice President  
Jason (Jay) Adams, 3rd Vice President  
Travis Morgan, 4th Vice President  
Curtis Hancock, Treasurer  
Emilie Simmons, Secretary

Mark Osborne, President joined the meeting at 5:50pm

Heath Kauffman, General Manager was present

***6-7 Directors were present, quorum was established.***

5. **Mark G. made the motion to accept the agenda as presented. Travis seconded the motion. Hearing no objections, Agenda was accepted as presented.**

Mark Osborne joined the meeting at 5:50pm

Emilie Simmons read the Announcements and Calendar

- a. 1st Quarter Newsletter has been sent out
- b. Rebuild Vote: Date of Record is Friday, March 12th, 2023 by 4pm (Owners must be current on fees and fines by this date to be eligible to vote.) Rebuild vote will be Saturday, April 1st, at 10am in the Klamath Lodge (or via e-ballot or mail-in ballot by noon on April 1st.)
- c. BOD Candidate Elections: Candidate Applications were sent in the newsletter, and are available on the website or at HQ. Date of Record is June 15th, 2023 by 4pm (Owners must be current on fees and fines by this date to be eligible to vote.) Elections will be Saturday, July 1st, 2023 at 11am in the Klamath Lodge (or mail-in prior).
- d. Working Session: Monday, March 27th at 5:30pm via Zoom
- e. 2nd Quarter Board Meeting will be at 10am on Saturday, May 20th at the TV Room and via Zoom.
- f. Next Executive Meeting Date and Time was set as: March 13th at 5:30pm via Zoom

### **Unfinished Business**

6. **Emilie Simmons made the motion to table the Rebuild Committee Charter until later. Jay seconded the motion. Motion carried unanimously.**
7. Emilie Simmons presented the options being recommended by the Rebuild Committee. It was discussed that the options need to be set up in stages so there is a stopping point in case of budget overrun, and the options need to be refined and broken into stages of work. Heath, Emilie, Becky, Jay, and Robert will work on finalizing the options. **Emilie made the motion to have the options broken into stages and presented at the next meeting. Travis seconded the motion. Motion passed unanimously.**

### **New Business**

8. Discussion was held about the Election Committee Charter. **Emilie made the motion to accept the Election Committee Charter as modified during the meeting. Robert seconded the motion. Motion carried unanimously.**

## **Election Committee Charter**

### **Purpose:**

The Election Committee will ensure that the elections of R-Ranch POA are conducted in a legal and transparent manner, to ensure the integrity of the vote.

**Members:**

An invitation to join the committee will be issued to Owners via social media, the website, and email. All members must be Owners in good standing, with a history of strong moral character and integrity. All members will be reviewed and approved by the Board of Directors. Committee shall have 5-10 members, and a liaison from the BOD shall be assigned.

**Specific Achievables:**

- Ensure that ballots are sent to all eligible Owners.
- Open a PO Box dedicated solely to receipt of ballots.
- The designated 2 representatives of the committee shall be the only ones with a key to the PO Box.
- Collect the ballots from the mailbox according to the established timeframe for each election.
- Review the list of Owners in good standing on the Date of Record.
- Enter any ballots received into the computer program.
- Audit the e-ballot tabulation to ensure that only Owners in good standing were included, and that the program has tallied votes correctly.
- Select either one or three members of the committee to serve as Inspector(s) of election ahead of each election. (Inspectors of Election will need to be present in person at R-Ranch on election dates.)
- Document and file all related election materials, including the list of Owners in good standing, proof of notification of Date of Record and Date of Vote, all paper ballots with envelopes, a print-out of the electronically submitted ballot results, and other documentation as needed. These materials shall be stored at Headquarters for a period of 7 years.
- Committee members will work closely with the Secretary of the BOD and the Office Manager of R-Ranch to ensure that the election runs smoothly.

**Timeline:**

Committee Members shall serve for a period of one year, with reappointment possible. They shall ensure that all matters related to an election happen in a timely manner, and in keeping with voting laws and the governing documents of R-Ranch.

**Owner Comment Time**

9. Owner Comment Time.
  - a. Brent 1601: Don't reinvent the wheel. Build another row of line shacks across from the existing ones. Keep the bunkhouse site free so it can be built again the same way someday.
  - b. Becky Strassner: Use local contractors to build. Money could go further by using locals.
  - c. Shelley Sarason: What is the amount of funds available for this project? Can we build all of this within budget? (Answer: nearly 1.3 million dollars is available.)

- d. Barbara 439: I'd like to see the Board consider options that we don't currently have, for the Owners that won't use line-shacks or trailers. Perhaps the small bunkhouse or cabins with bathrooms inside for Owners that want something nicer.
- e. Dale: Are there grants we can get to help with building? (Answer: We are not a charitable non-profit, so we haven't found any grants that we qualify for.)
- f. Email to the Board from Gary Thomas: suggests the Ranch purchase 10 trailers to rent to Owners.
- g. Email to the Board from Brent Schenfisch: Purchase a couple of 5 bedroom houses and run them like hostels/bunkhouse.

10. **Emilie made the motion to continue the meeting on Wednesday, March 1st, at 7pm. Jay seconded the motion. Motion passed unanimously.** Meeting adjourned at 7:41pm.

Minutes approved unanimously on 3/27/23  
Respectfully submitted by Secretary Emilie Simmons

*Emilie Simmons*