

**R-Ranch POA Board of Directors
1st Quarter Meeting
Minutes
Saturday, 2/11/2023 10:00am
At the TV Room of R-Ranch and via Zoom**

1. Mark Osborne called the meeting to order at 10:01am
2. Pledge of Allegiance was led by Jay Adams
3. Mark Osborne reviewed the meeting ground rules.
 - 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

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

Heath Kauffman, General Manager was present

6 Directors were present, quorum was established.

5. **Mark G made the motion to accept the agenda as proposed with additions. Robert seconded the motion. Motion passed unanimously.**
6. **Mark G motioned to accept the minutes from 1/16/23, 1/30/23, and 1/31/23 as presented. Jay seconded the motion. Motion passed unanimously.**

Reports

7. Executive Meeting Report by Mark G. The Board met in Executive Session on 2/6/23 to discuss candidate applications. On 2/10/23 the President, Treasurer and Secretary met with the Office Manager and General Manager to discuss the need for a new CPA.

8. General Manager's Report by Heath Kauffman

2/9/2023

As we push forward and get ready for the season to start, all of the employees are continuing to keep up a good pace. Some things that have been getting done all around the R-Ranch are fixing fences in the pastures and at the cottonwood gate, and getting the toilets reset at the Cottonwood campground. The wranglers have been busy cleaning up the horse trails and burning brush piles. We have also been filling the irrigation ponds near Headquarters. Klamath campground is getting electrical work done on the pedestals and fixing the water spigots. We have also patched the roof on the River House.

We are happy to announce that the Cottonwood trailer is ready to rent out and we are taking reservations. It is a two-bedroom one bath with a full kitchen right across from the pool. We have finished 4 of the line shacks and #5 is being started now.

We are all looking forward to this season to start, and for the R-Ranch to have an amazing year full of activities and family and friends. Our goal is to get the R-Ranch back to the place we all love and make more memories that will last a lifetime; the true spirit of the R-Ranch.

All the management and staff would like to say goodbye to John and thank him for all his work here at the R-Ranch. He will be missed and we all hope the best for him in his new adventure. Thank You John! We would like to welcome Eddie to the team here at the R-Ranch. Eddie has a background in construction and we all believe he will be a good fit to the R-Ranch.

Now let's make 2023 one of the best years for the R-Ranch and let's all come together and bring the true R-Ranch spirit back!

Heath Kauffman
General Manager

9. President's Report by Mark Osborne

2/7/2023

Hello R-Ranch Partners,

I am excited to see what this year may bring. There have been many changes over the past year. The Board has worked very hard to hold meetings in a manner that allows for owners to watch and participate. Considerable work has gone on to make these meetings accessible to owners. Although the participation is not what we would hope for, those who do join us help to provide input into some of the difficult decisions we are faced with.

We have been developing committees to help shape the future of the R-Ranch. I am pleased to see the level of participation for several of the committees. The work they are tackling will provide a great deal of assistance to not only the board but the entire ownership. If you have a desire to help, serving on a committee is one way to do so. Currently there are several committees that could benefit from additional owners participating. We have seen some very positive results from the marketing committee with an increase in sales of Ranch shares. The rebuild committee has been busy researching options and many of the aspects that go along with adding additional options for owners' use. Soon we will begin to see the results of the strategic planning committee. The current members of the committees are doing an amazing job of shaping the R-Ranch future.

As many of you are aware, the ranch has been involved in litigation since 2012. After many appeals and legal maneuvers it looks like we are close to an end. The Ranch has prevailed in each case and all the appeals to date. I am hopeful there will be completion soon.

The year has already seen some new events at R-Ranch. I had the privilege of watching some very brave Partners take the polar plunge. What a fun time! Plus, we had some amazing hot chocolate provided by our staff. More things are planned. Hopefully we will have great participation.

Progress is happening on many things at the ranch. Staff are continuing to work on many projects throughout all of the areas of R-Ranch. The office staff have been updating processes and finding ways to save money while improving record keeping and storage of important documents. So often the work staff does isn't obvious without spending a considerable amount of time and effort to see all they do. We have been blessed with some dedicated employees. Take a moment to thank them when you see them.

We all need to come together and make our 50th year a memorable year for all. Hope to see you all sometime this year.

Mark Osborne
President, Board of Directors

10. Report: Quarterly Financial Report (Curtis Hancock)

**R-Ranch POA
1st Quarter Financial Report**

Bank Account Balances

Bank Account	Balances: 12/31/2022	Balances: 1/31/2023
Operations (9622)	\$322,111.62	\$407,765.70 *(includes insurance payment made)
Cattle Lease (8782)	\$40,000.00	\$40,000.00
PPD Assessments/Cell Tower (2641)	\$284,978.89	\$285,066.12
Trailer Storage (9609)	\$38,541.73	\$47,261.73
Edward Jones MM (Reserve Account)	\$42,901.75	\$42,901.75
Edward Jones Fire Acct	\$1,318,012.18	\$973,113.85 *(includes insurance payment transfer)

*On 1/31/23 the Board decided to self-finance our insurance premium by temporarily transferring funds from the rebuild funds to the operating account to cover the insurance in one lump sum. The funds will be transferred back according to the schedule adopted in the 2/11/23 meeting. This decision was made to avoid paying thousands of dollars in interest to the insurance company if monthly payments were made instead of one lump sum.

New Shares Sold Comparison

January 2023	Total 2023	Goal 2023	January 2022	Total 2022
1	1	60	1	38

Curtis also explained that the current CPA has given his notice, so we will need to find a new one. The CPA did file for an extension on our tax filing deadline for us before he quit. Discussion was held. **Emilie motioned to accept the Financial Report as presented. Mark O seconded the motion. Motion passed unanimously.**

11. Insurance Update by Heath Kauffman.

We were rejected by over 70% of the underwriters that were approached. At the last minute the Broker got us a better deal than anticipated. To save on interest, we paid the entire year of insurance up front. We are fully paid up.

12. Committee Reports were read into record by Emilie Simmons

Advisory Committee Report

The Advisory Committee was created by the R-Ranch Board to assist them with special projects. This mainly consists of conducting research into topics the Board is exploring so Board members can have a more complete picture of how areas such as the Red Book, the Brown Book, any laws as well as staff and owner experience may address the issues. The committee's most recent project related to how Owners, staff and the Board may best interact when a problem may be perceived. After looking into current R-Ranch information about that, the committee produced the following draft proposals, which are now with the Board who will determine how to proceed:

- A simplified complaint and incident process, including how Owners should place complaints along with procedures for staff and Board for responding to, documenting and resolving them
- A simplified compliment process including how Owners may recognize outstanding employees and Ranch improvements.

Owners who have experience in conducting documentary research, professional or technical writing, or process management and are interested in working with the Advisory Committee should contact a Board member for consideration.

Rebuild Committee Report

The committee met on 1/12/23 and on 1/31/23. Committee members reviewed the survey results of what Owners would like to see built, and then took on assignments to research different options. Four options were presented to the Board during the Quarterly Meeting on 2/11/23. Rebuild Committee will continue to work on pricing out the options ahead of the Rebuild Board Meeting. To view what the Committee has been working on, please visit the Ranch website at www.r-ranchca.com and login to the Owner Portal.

Strategic Plan Committee Report

The Board selected Mark Grenbemer as the Strategic Plan Committee Chair and Board Liaison during the 1/16/23 meeting, and the first meeting of the Strategic Plan Committee will be held in the near future. We have a detailed survey available on the website, and all Owners are encouraged to complete the survey to help guide the future of R-Ranch. You can also take the survey with this link:

https://docs.google.com/forms/d/e/1FAIpQLSeMnyqloc8h6iiEjjCSRSfcUglbIV9bL0gBqHon2kkDYA8R7g/viewform?usp=sf_link

Volunteer Coordinator Report

This winter the volunteers made phone calls inviting Owners to participate in our Sponsor-a-horse program, and found 8 new sponsors. We expect to start up with other projects in April, and the first project we will be tackling is the gazebo by the Stables. We have the hardware, the paint, and the volunteers, but we still need to purchase the wood for the project. We'll post on Facebook whenever there are opportunities for volunteers to help. Volunteers are making a difference at R-Ranch. Thank you!

Marketing Committee Report

The Marketing Committee is a dedicated team of owners committed to the betterment of the R-Ranch by attending monthly meetings, delivering marketing and advertising recommendations to management and board, and supporting ranch events. Current projects the Committee is working on include ongoing review and development of the Marketing Plan, support of R-Ranch promotional events (including Open Houses), coupon development and targeted distribution, creation and distribution of promotional materials (including website, business Google accounts, Facebook page, Instagram account, Youtube channel, brochures, and flyers), and working with our marketing partners to promote the R-Ranch. Our current marketing partners include North State Parent Magazine, Camp Siskiyou, and Active Norcal.

The committee also welcomes owners who have marketing, sales, outreach or other pertinent experience to join our committee. We meet monthly for 1 ½ - 2 hours with additional time for task/project work.

Meeting Recess at 11:07am. Reconvened at 11:18am.

Unfinished Business

13. Interview Potential Board Members, Facilitated by Mark Grenbemer

2 applicants were interviewed. Patrick Iler was present in person, and Travis Morgan participated via Zoom. Board members took turns asking questions that were answered by both applicants.

- a. Mark G moved that the Board adjourn to Executive Session to discuss the applicants. Emilie seconded the motion. Hearing no objections, the Board adjourned to Executive Session at 12:07pm.

20 Minute Recess

- b. Open session reconvened at 1:20pm. The Board announced the appointment of Travis Morgan to the R-Ranch Board of Directors.
- c. Discussion was held about the Organization of the Board. **Robert nominated Jason Adams to the position of 3rd Vice-President, and Travis Morgan to the position of 4th Vice-President. Emilie seconded the motion. Motion carried unanimously.**

New Business

14. Insurance Repayment Plan was discussed. **Jay made the motion to pay back the funds used for Insurance in 10 monthly payments, with 5% interest, with all funds going into the rebuild account. Travis seconded the motion. Motion passed unanimously.**
15. Hearing no objections, the Rebuild Committee Charter was tabled until next meeting.
16. Rebuild Committee Presentation by Jay Adams and the Rebuild Committee. Jay Adams presented the idea of using Tuff Sheds on skids as a type of line shack. The sheds would have windows and electrical, but would be on skids so they are considered temporary. They would plug into an RV style power pedestal. Quotes for tuff sheds were \$9,000-\$19,000 each. Robert Tennies presented the idea of using a company to build a metal pre-fab building that could serve as a combination bathhouse, cooking area, and gathering area with small sheds outside for sleeping quarters. The lodge would cost approximately \$750,000 depending on size and options for interior work. Becky Strassner presented a bardominium bunkhouse idea. Using a pre-fab metal barn, convert the interior into bedrooms, bathrooms, and a small lounge. This idea would cost over \$1.3 million dollars. May need to be scaled down to remain within the available funds. Emilie Simmons presented an option using cabins with ½ bathrooms inside. Additional line-shack style building would also be added as well as a bathhouse, small lodge with kitchen, and an outdoor patio. Discussion was held about the options.

Owner Comment Time

17. Owner Comment Time:

- a. Cindy Campbell #1212 Why did trailer storage double in cost? Robert answered that the main focus of security should be on the trailers. Trailer storage funds are used to pay Owner services to patrol and check on the trailers.

18. Emilie motioned to table selecting the options for the ballot until the next meeting. Mark G seconded the motion. Motion passed unanimously.

Calendar and Announcements

19. Essential Tasks Calendar was reviewed, need to get all dates set for elections.

20. Next Working Session of the Board will be Monday, February 27th at 5:30pm via Zoom.

21. Next Quarterly Meeting will be determined later.

22. Director Election Information:

- a. Candidate Applications will be sent out in the 1st Quarter newsletter, posted on the website, and made available at HQ by March 1st, 2023.
- b. Completed candidate applications must be received by noon on May 19th by the Ballot Box.
- c. All candidates must be current on assessments, special assessments and fines by 4pm on May 19th.
- d. June 3rd, 10am in the Klamath Lodge will be the candidate meet & greet for all board applicants.
- e. June 15th, by 4:00pm is the Date of Record for the Director Election. All Owners wishing to be eligible to vote in the election must be current on assessments, special assessments, and fines by 4pm on this date.
- f. Special Owner's Meeting for the purpose of Election will be held on Saturday, July 1st, in the Klamath Lodge. Polls will be open from 11am to 12noon, and results will be announced around 1pm during the annual Owners meeting. The annual Owners meeting will be on July 1st, 2023 from 1pm-2pm in the Klamath Lodge.

23. Rebuild Election Information:

- a. Date of Record for this election is March 17th by 4pm. Owners must be current on assessments, special assessments, and fines by this date to be eligible to vote.
- b. This vote will be available by e-ballot, in person ballot, or mail-in ballot.
- c. Special Owner's Meeting on Saturday, April 1st, at 10am in the Klamath Lodge for the purpose of Rebuild Election.

24. There being no further business before the Board, Mark Osborne adjourned the meeting at 3:38pm.

Minutes accepted by unanimous vote on 3/27/23

Respectfully Submitted by Secretary Emilie Simmons

Emilie Simmons