

**R-Ranch POA Board of Directors
Minutes
Open Working Session
Wednesday, November 1, 2023 at 6:00pm
via Zoom Only**

1. Call to Order by Mark Grenbemer at 6:05pm
2. Mark G. read the following for the Record: This meeting is being recorded. By attending, you are consenting to being recorded. Recordings can be made available to Owners in good standing.
3. Roll Call by Mark Grenbemer

Mark Grenbemer, President

Mark Osborne, 1st Vice President

Travis Morgan, 2nd Vice President left the meeting at 8:59pm

Patrick Iler, 4th Vice President joined at 6:14pm

Curtis Hancock, Treasurer

Emilie Simmons, Secretary

Heath Kauffman, General Manager was also present.

Absent: Jason Adams, 3rd Vice President

5-6 Directors Present, Quorum was established.

4. **Travis motioned to approve the agenda with the addition of an unfinished business item for the rebuild, to be discussed after the budget topic. Mark O seconded the motion. Motion carried unanimously.**

5. **Mark O. made the motion to approve the minutes from 10-21-23 as written. Travis seconded the motion. Motion carried unanimously.**

Calendar and Announcements

6. Emilie reminded the Board that the Annual Owner's Packet must be postmarked by November 15th, and that the approved budget must be included in it.

Patrick Iler joined the meeting at 6:14pm.

Unfinished Business

7. Curtis provided an overview of 4 possible options for the 2024 Budget. He explained that costs had been cut wherever possible and that an assessment is needed because the cost of operations has gone up. However, we don't want to lose current Owners by raising the assessment too high. The four options presented are:

Option A	Option B	Option C	Option D
Increase by 20% \$1520.60	Increase by 15% \$1475.25	Increase about 8% \$1375	Increase about 8% \$1375
Assumes 800 paying Owners (Anticipating a loss of Owners due to pricing them out)	Assumes 900 paying Owners (current amount of paying Owners)	Assumes 960 paying Owners (Anticipating that through increased efforts to bring delinquent shares current and new sales we can get 60 more Owners paying.)	Assumes 1,000 paying Owners (Anticipating that through increased efforts to bring delinquent shares current and new sales we can get 100 more Owners paying. This would enable us to restore the payroll that had to be cut.)
Bottom line -140,044.10	Bottom line: 0	Bottom line: 0	Bottom line: 0

- a. Discussion amongst the Board was held. A placeholder was added to the budget for flood insurance, IT needs, and an executive assistant for the Board in case a future budget allows for the inclusion of those things.
- b. Owner comments and questions:
 - i. Mikela Ryan: Great job on budget. Where was the additional \$50,000 in payroll spent? Thinks a portion of the assessments should be recognized as stables income because many Owners are there just for the horses.
 - ii. Jim Poulos: Thanks Board and GM, great job. Suggests publicize that we are going to sell the next 100 shares for \$2500, then the following 100 shares will go for \$3500, etc. By having planned increase of costs it really motivates people to buy in before the cost goes up again.
- c. **Mark O motions to adopt budget option C for 2024, with the assessment at \$1375. Emilie seconded the motion. Motion passed unanimously.**

- d. Emilie provided an overview of the Reserve Study. It is based on 2% of the assessments being designated to the reserve fund. **Emilie motioned to approve the Reserve Study with the numbers as edited due to the budget passed in this meeting. Patrick seconded the motion. Motion passed unanimously.**

New Business

8. Heath presented the Board with information about a septic line problem in Klamath. **Travis motioned for up to \$5,000 of the reserve funds to be used for the repair of the septic system in Klamath. Curtis seconded the motion. Motion carried unanimously.**
9. Emilie presented the updated Collections, Delinquency, and Suspension of Access Policies for R-Ranch. Edits were made during the meeting resulting in the policy provided below:

R-Ranch Property Owners Association Collections, Delinquency, and Suspension of Access Policies

Use of R-Ranch Policy

Use of the R-Ranch properties, services, utilities, resources, lodging, elections, and activities is restricted to Owners in Good Standing, their Associate Members, and sponsored Guests.

An Owner in Good Standing is defined as an Owner that is current on all Assessments, Special Assessments, and Special Individual Assessments (otherwise known as Fines or Fees), and whose rights are not suspended due to Disciplinary Action. Owners in good standing are entitled to all the rights and privileges afforded them in the Governing Documents, and may use the Ranch properties and facilities, vote in elections, participate in meetings and events, and may bring their Associate Members and Guests to the R-Ranch with them.

Delinquency Policy

In keeping with the CC&Rs Article 4, R-Ranch Property Owners Association has the right and duty to collect monies owed to the Association, enforce timely payment of monies owed, and to impose disciplinary action when monies are not paid.

Owners shall pay all Assessments, Special Assessments, and Special Individual Assessments when due to remain an Owner in Good Standing.

Annual Assessments are invoiced on January 1st each year, and are due by February 1st. Annual Assessments are considered delinquent if not paid in full by February 16th, and a late fine of 10% of the Assessment will be applied, unless an Owner has signed up for an automatic payment plan. Owners that remain current on an approved payment plan shall be considered Owners in Good Standing and enjoy all the rights and privileges thereof.

Special Assessments may be imposed by the Association from time-to-time within the guidelines of the Governing Documents. Special Assessments are due within 30 days of billing, and are considered delinquent on the 46th day after billing. Delinquent Special Assessments are subject to a late fine of 10% of the Special Assessment amount.

Special Individual Assessments can be fines imposed as disciplinary action, expenses incurred by the Association in gaining member compliance, or fees for materials or optional services furnished by R-Ranch (including electrical service). Special Individual Assessments are due within 30 days of billing, and are considered delinquent on the 46th day after billing. Delinquent Special Individual Assessments are subject to a late fine of \$25.

Owners shall have the right to dispute charges within 30 days of billing. If the Owner demonstrates that the amount has been paid, or that there was an error on the part of R-Ranch in the billing, the amount shall immediately be credited, or the error immediately corrected.

Collections Policy

All unpaid amounts are considered delinquent on the 46th day after billing, and the account is subject to collection activities in accordance with this policy and the governing documents. Collection activities are at the discretion of the Board of Directors and include, but are not limited to, referral to a collection agency, reporting to credit bureaus, foreclosure of the share, liens against the deed, and/or seizure of any property owned by the shareholder which is on R-Ranch property. Owners may avoid further collection attempts by either paying the amount due in full (including the late fines), or by signing up for an automatic payment plan with R-Ranch. Any cost incurred by R-Ranch in the collection of amounts due, including attorney fees if applicable, will result in a Special Individual Assessment against the shareholder equal to said cost. This collection policy shall apply equally to all regular assessments, special assessments, or special individual assessments made or assessed by the Association against an Owner. CC&Rs section 4.6.

Temporary Suspension, Gate Access and Electricity Shut-Off Policy

Owners must be in Good Standing to have access to any portion of the R-Ranch properties, services, activities, utilities, etc. If an Owner is not in Good Standing due to delinquency of payment, their gate access will be revoked, their electrical plug will be removed from the pedestal at their campsite and the pedestal will be locked, and the Owner will be required to immediately remove all of their personal property and vacate R-Ranch.

Any temporary suspension of Owner Rights is comprehensive, and applies to all Owners and Associate Owners on the share. Any use of the facilities, utilities, or resources of R-Ranch, or entry onto the properties of R-Ranch while suspended shall be considered trespassing and will result in additional disciplinary action, unless said entry is for the attendance of a Board Hearing for this matter. Additionally, the right to vote in elections of R-Ranch is suspended until an Owner regains Good Standing status. Suspension includes but is not limited to the following: A suspended Owner cannot come onto the Ranch (even as the guest of another owner), cannot use electricity or water from any source, cannot ride the horses, cannot use the gun range, cannot use the fishing

ponds, cannot use the off-road trails, cannot use the campsites or lodges or bathrooms, cannot use the swimming pool or rental homes, cannot use the lineshacks or other lodging options, cannot vote, cannot store personal property at R-Ranch, cannot pasture horses, and cannot use any other portion of the R-Ranch properties or services or amenities or utilities or resources.

On November 1st, 2023, in a duly called and noticed meeting of the Board of Directors, the Board determined that as there is “no material question regarding the violator or whether a violation has occurred (CC&Rs 9.5d)” when determining that an account is delinquent, the Association may temporarily suspend an Owner’s rights to access the R-Ranch property without holding a Board hearing first, provided that notice of the suspension is provided in advance. Owners shall be notified in writing at least 15 days in advance of any suspension of use due to delinquent payment. Notice shall be given in person to any Owner currently on the Ranch, as well as by mail. If delivery is made by mail, it shall be deemed to have been delivered seventy-two (72) hours after a copy of the notice has been deposited in the United States Postal Service, first class postage prepaid, addressed to the Owner at the last mailing address provided in writing to the Association. Any Owner so notified shall have the right to request a Board Hearing to avoid having their access rights suspended. This request must be received in writing by the Board at least 5 days before the suspension is scheduled to begin.

Travis Morgan left the meeting at 8:59pm

- e. Director discussion was held, resulting in edits as included in the above box.
- f. **Patrick motioned to adopt the Collections, Delinquency, and Suspension of Access Policies as edited during this meeting. Mark O seconded the motion. Motion carried unanimously by the 5 Directors still in attendance.**

Owner Comment Time

- 10. Owner Comment Time: Mikela Ryan asked about the payment plan options for the annual assessments. Answer: Owners can either pay their whole assessment up front or they can get on a payment plan by contacting the office. As long as they are current on their payment plan they will be considered in “Good Standing” and can use the Ranch.
- 11. There being no further business before the Board, Mark G adjourned the meeting at 9:12pm.

Minutes approved by unanimous vote on 12/12/2023
Respectfully Submitted by: Secretary Emilie Simmons

Emilie Simmons

Emilie Simmons, Board Secretary