

# Douglass Ranch Property Owners Association

## Meeting Minutes of the Board of Directors

August 24, 2010  
(Approved November 18, 2010)

A board meeting consisting of the following members convened at the home of board member Lori Genender:

John Alme	President	303-838-4011	<a href="mailto:norskejohn@aol.com">norskejohn@aol.com</a>
Tom Washburn	Vice President	303-838-2225	<a href="mailto:tom.n.washburn@lmco.com">tom.n.washburn@lmco.com</a>
Lori Genender	Treasurer	303-838-9377	<a href="mailto:lore@merit-tech.com">lore@merit-tech.com</a>
Robin Barth	Secretary	303-838-1418	<a href="mailto:robin_barth@hotmail.com">robin_barth@hotmail.com</a>
Susan Festag	News Letter	303-816-1348	<a href="mailto:kpfestag@wispertel.net">kpfestag@wispertel.net</a>

The meeting was called to order at 6:50 p.m. by Mr. Alme.

### 1. Review/Approval of Meeting Minutes

Ms. Festag made a motion to approve the minutes of May 18<sup>th</sup>, 2010 as drafted by Ms. Barth, and was seconded by Mr. Washburn. The motion passed unanimously.

### 2. Reports

- a. Treasurer
  - i. Ms. Genender reported that all HOA dues have been collected.
  - ii. Ms. Genender confirmed that the attorney submitted our Annual Report with the Secretary of State's Office.

### 3. Old Business Items

- a. Shaffer's Ranch Development – The board will continue to monitor on a regular basis.
- b. Pond Repair – Mr. Washburn motioned to leave the pond budget at \$2K and rescind the old \$1K amount. The board approved unanimously. Mr. Washburn stated that the vendor recommends a two bubbler system called the Airboost 2. Mr. Washburn will discuss further with the Lenhardt's and report back at our next meeting.
- c. Roadside Moving – Roadside mowing is complete and done under estimate. A sincere "Thank you" to Mr. John Alme for his time and efforts on behalf of the homeowners.

- d. Fiduciary Bond – Mr. Alme stated that D.R. HOA has no current protection for embezzlement and that all 5 board members should be bonded. Ms. Festag moved to add an employee dishonesty endorsement policy to our existing property owner’s association with State Farm. Ms. Genender seconded the motion, and the board approved unanimously. It was noted that the cost of this endorsement is roughly equal to one half of the Directors and Officers policy that Mr. Alme discovered in August 2009 that was duplicate insurance.
- e. CD Status - Mr. Alme and Ms. Genender reviewed the CD Maturity Dates and proposed transferring CD# 3934 to be rolled over from a one year to a six month maturity date to separate the maturity dates of the two CD’s.
- f. Road Plan – Ms. Festag and Ms. Genender will report back at our next meeting with an updated road plan and possibly getting a new estimate.

#### **4. New Business Items**

- a. Road Repairs - Mr. Sosnowski will request written bids for the road repairs on Drake Court and send to the board for review and approval before the next board meeting.
- b. Snow Plow Contract - Ms. Festag submitted a new contract on behalf of Ray’s Snowplowing. Mr. Alme made a motion to approve as presented at the meeting, thereby approving Ms. Festag as the vendor contact and authorized signer for the board. Ms. Genender seconded the motion.
- c. Informal Board Meeting – To review the status of plans for the annual meeting on Sept. 21<sup>st</sup> at Ms. Barth’s home at 7:00 p.m.
- d. Share of stock - Property Owners in Douglass Ranch will hold one share of stock in the (Mountain Mutual Reservoir) Company, which represents his entitlement to in house uses in one single family dwelling on his Lot. This will be further discussed at the annual meeting Oct. 4th.
- e. Please submit articles or information for the newsletter to Ms. Festag no later than Sept. 1<sup>st</sup>.

#### **5. Calendar**

August - Board Meeting, Plan Annual Meeting, Snowplow Contract  
 September - Newsletter, Annual Meeting Notice  
 October - DR Annual Meeting, Mtn. Mutual Water Report, State Farm Policy Due  
 November - Board Meeting, Installation of Officers, New Business Proposals,  
 File Annual Report with the State  
 December - Newsletter  
 January - Board Meeting, Installation of Officers, New Business Proposals,  
 File Annual Report w/state.  
 February - Open  
 March - Board Meeting, Plan Fireman’s Dinner, Newsletter  
 April - Fed/State Tax Form

May - Board Meeting, Fireman's Dinner 5/5/2011, Newsletter  
June - Newsletter, Fire Mitigation Day  
July - Open

**Next Meeting** - The board will have a meeting on September 21st at Ms. Barth's home at 7:00pm.

Meeting Schedule

9/21/10	7:00pm, Tues
10/04/10	7:00pm, Mon., Annual Meeting, Elk Creek Cafeteria
11/09/10	7:00pm, Tues.

**6. Adjournment**

- a. A motion to adjourn was made by Mr. Alme and seconded by Ms. Genender. The motion passed unanimously. The meeting was adjourned at 9:55 p.m.

Respectfully Submitted,

/s/ Robin Barth, Secretary  
Douglass Ranch Property Owners Association