

**WOOD RANCH OWNERS ASSOCIATION
REGULAR BOARD MEETING MINUTES
January 30, 2017**

1) CALL TO ORDER:

The Regular Meeting of the Wood Ranch Board of Directors was held on January 30, 2017 at the Wood Ranch Clubhouse. The meeting was called to order at 7:34 PM by President, Jody Blessum.

Board Members Present: President, Jody Blessum; Vice President, Kent Grubaugh; Treasurer, Liz Talley; and Director, Floria Hakimi

Board Members Absent: NONE

Management Present: Tim Morgan, Mark Morgan and Anita Aragon

Others Present: NONE

2) MINUTES:

A MOTION WAS MADE BY KENT AND SECONDED BY LIZ TO ACCEPT THE MINUTES OF THE REGULAR BOARD MEETING DATED AUGUST 31, 2016. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

3) HOMEOWNERS COMMENTS:

- Judith Timmermans, 100 Creighton Way
 - Reported issue with neighbors lights strands hanging above fence line shining into her lot and house. *Board discussed the issue and directed management to send a letter to the neighbor at 102 Creighton Way asking him to lower the lights to be below the fence line.*
 - Indicated that her corrections to the Draft Architectural Guidelines were not included in the final version. *Management will work with the Architectural Committee to determine which revisions can be made as “technical corrections” without requiring the Guidelines to be re-distributed for homeowner review and Board adoption.*
- Sean Lee, 1002 Horizon Court
 - Commented that he had talked to several residents and solar contractors, and Wood Ranch is the most difficult association they work with. Solar applications usually take several rounds to get approved. Recommended that a checklist for solar applications be developed to make it easier for residents.

4) COMMITTEE REPORTS:

- Architectural Committee
 - Stephan Rubendall provided a summary of the Committee’s activities for 2016 and 2017 and average review times. He indicated that the report had an error and he would send out corrections.
- Community Events Committee:
 - Social Director needed; current director resigned. Board member Liz Talley will talk with some homeowners to try to find a replacement.

5) FINANCIALS

A MOTION WAS MADE BY KENT AND SECONDED BY JODY STATING THE BOARD HAS REVIEWED THE DECEMBER 31, 2016 FINANCIALS AND RELATED BANK STATEMENTS. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- Standard Motion for Collections:

A MOTION WAS MADE BY KENT AND SECONDED BY LIZ STATING THAT ALL OWNERS WITH DELINQUENT ASSESSMENT BALANCES THAT ARE 181 DAYS DELINQUENT ON THE DELINQUENT ACCOUNTS REPORT ARE TO BE SENT TO COLLECTION IN ACCORDANCE WITH THE TIMELINES OF THE COLLECTION POLICY, INCLUDING BUT NOT LIMITED TO RECORDING A LIEN AGAINST THE PROPERTY. MOTION CARRIED WITH ALL BOARD MEMBERS IN FAVOR.

6) OLD/TABLED/NEW BUSINESS AND INFORMATION:

- Old Business:
 - 2016 Annual Tree Trimming: Approved & Completed
 - Aragon Proposal: Approved & Completed
 - 2017 Draft Budget and Reserve Study: Approved and Distributed
- New/Tabled Business:
 - Sidewalk Repairs: Wood Ranch Circle is an HOA responsibility; recent repairs completed across from clubhouse.
 - Dog Waste Stations: Plastic bender boards to be replaced with rock borders.
 - Park Bench: Bench beyond useful life and will be replaced.
 - Holiday lights: McMahon Construction’s crew is aging and not interested in doing the holiday lights for future years. Quotes obtained from other companies are in the range of \$20,000 per year.

- BHLF, LLP -- Accounting Firm
A MOTION WAS MADE BY KENT AND SECONDED BY LIZ TO APPROVE THE PROPOSAL FROM BHLF, LLC DATED DECEMBER 9, 2016 TO CONDUCT AN AUDIT FOR 2016 IN THE AMOUNT OF \$3,000 AND PREPARE THE 2016 TAX RETURNS IN THE AMOUNT OF \$500.

- 7) ADJOURNMENT:
A MOTION WAS MADE BY KENT AND SECONDED BY JODY TO ADJOURN THE MEETING AT 8:50 PM. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

THE UNDERSIGNED APPROVES THE ABOVE MINUTES FROM THE REGULAR BOARD MEETING.

