

R-RANCH AT THE LAKE
OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING

APRIL 25, 1987

The quarterly meeting of the Board of Directors of the R-Ranch at the Lake Owners' Association was called to order on Saturday, April 25, 1987, at 11 a.m., 1962 Capell Valley Road, Napa, California, by President Jeff Dennis.

Present at the meeting were Jeff Dennis, Jesse Smyth, Rosemary Epler, June Berger, Ralph Wild and Ranch Manager, Harlan Williams.

The minutes of the February 15, 1987 quarterly meeting were approved and a signed copy was posted for the Owners.

The treasurers report was read by Jess Smyth. Cash on hand as of April 24, 1987, was \$45,460.48. Year to date actual expenses are \$1,220.00 less than budgeted to date. Treasurer's report was discussed and approved as read.

Harlan Williams gave the Ranch Managers report listing accomplishments since the February meeting. A list of all items accomplished since November 2, 1986, will be published in the next newsletter.

Highlights:

1. Work day on 4/1/87 well attended; several projects accomplished
2. highlighted planned summer activities
3. Pool repaired - cost \$15,650.00
4. Repaired several chairs and lounges for pool area
5. Discussed use of scooters on ranch (Not motor types) Board discussed the item and approved scooters with hand brakes. Continued ban on skateboards.
6. No parking in lower lot except for staff, handicapped, and 15 minute parking for store. Manager has authority to ban people from ranch if they continually abuse the parking ban. Also applies to too many cars in cabin areas.
7. Pool cover - Owners Bob & Liz Helm gave a quote to cover the entire pool for \$3,306.18. Charging for materials only - labor donated. Approved by 5-0 vote of Board. To start within 30 days.

Old Business:

Board went over list of pending projects that Board Secretary had compiled from past minutes. A list of 25 items was discussed.

Highlights of Completed Items:

All cabins have locks; dishwashing basins are at all bath houses;

Old Business - Continued

PG&E energy plan 95% complete; ceiling fans installed in lodge; front gate to remain closed; path from upper parking lot complete; horse assessments all collected but 2; trailer storage plan seems to be working (\$125.00 in late fees collected).

Projects in Progress

Notice at stables re; meaning of colored trail markers; 19+ cabins renovated, 3 with bunks, 6 with flooring; priority survey to go out in next newsletter; plan to enlarge deck 24' out from existing wall at pool, to cover grass area and will be fenced and covered with lattice. Plans and estimate to be presented in 1 week; BBQ pits will be finished in camp grounds; clustering of garbage cans will be finished (cuts 2-3 hrs. from garbage run); shuffle board area to be filled with cement and will be used for 2 basketball half-courts, badmitten and shuffle board. Board approved using a portion of the teen center fund to pour the concrete and purchase backboards, etc.; Mr. Dennis checked the legality of a mail-out raffle. Determined it is OK; Harland Williams to check out cost of printing tickets, mailing, etc. Board policy is that only the Ranch can do mail-out raffles but side raffles will be permitted for other groups; Mr. Dennis presented an idea for guest passes next year. Will be given 24 free passes at start of 1988. Thereafter, \$1.00 per day per guest. Any leftover passes from prior years to be exchanged 1 \$5.00 pass = 5 \$1.00 passes. Cannot come on Ranch unless you have passes for all guests OR pay at gate. 6 guest limit still in effect; Horse passes still \$5.00.

Projects Dropped

Kennel on ranch for owners dogs - was discussed at the last meeting and brought up again to members at meeting. Board voted 4-1 to drop the idea due to problems that could arise.

Projects Tabled

Stocking of fishing pond and planting of trees at same. Tabled for time being due to low water conditions. Harlan Williams to check out situation for next year.

NEW BUSINESS

Lease on "easy goes" expires in June. Harlan Williams discussed the options - buy the ones being leased; lease new ones; buy new electric units; buy new gas units. Discussed various options at length. Decided that Manager will get a price to lease 5 new units and will compare price for gas versus electric. Will report to Mr. Dennis who will contact Board with prices, etc., so a decision can be made prior to end of current lease.

Mr. Dennis drew names of winners of the various contests that were going on on the Ranch.

1. Polar Bear Club - Supra Rodrigues won \$50.00 cash prize.
2. Name the Critters;
 - CALF - "Nicky" - winning name by Christina Pollock
 - EMU - "Emmett" - submitted by David McGrath
 - PIG - "Christina" - submitted by Christina Pollock
 - DUCKS - "Dandy" & "Randy" - submitted by Mary McGrath

There being no further new business, the meeting was opened to the audience for questions and discussion.

Owner Jim Hart asked about the dump area up by the water tower. Concerned over possible environmental problems in the future. Mr. Williams said that we are not dumping there any more, and are working on removing garbage and trash.

Jim Hart also brought up question regarding unleashed dogs on the ranch. Had observed a large dog running loose. All dogs, owner or employee owned, should be on leash or tied up.

Caroline Nurenburger had several questions regarding items at the stables that need repairing and unfinished projects. One of main items is getting the concrete work finished in the new tack room and boot room. Was discussed by several owners. Mr. Dennis instructed Manager to get this project completed within 30 days. Work day set for June 6 to pour the concrete.

Bob Helm discussed problem of rules not being enforced. One in particular regarding the adult pool table in the lodge area. No one under 18 years will be allowed; rule to be enforced. Board directed Manager to get another pool table for the teen center as the one we have is broken and non-repairable.

Bob Helm also brought up the RV storage plan. Suggested that we allow owners to leave RV's on Ranch for 2 months year round. This was discussed and a new plan was approved. From May through Oct. you will be allowed to stay on one spot for 30 days. You may then move to another space, but do not have to move the unit off the Ranch, for another 30 days. The unit must then be moved off ranch for 1 week. Spaces will be numbered, and if unit is left over the 30 day limit in the summer the \$25.00 fine will be charged. Winter rule remains the same. There will be no change in rule book. This plan is to be tried and old plan will be enforced if owners start to abuse the privelege.

Jerry Browning brought up the security problem. We are starting to have problems with vandalism, theft, and noise at night. Asked when roving security would start. Mr. Williams said that it will start May 9.

John Epler questioned why the security people do not come out to the vehicles since the gate has been moved. Feels that they should come out and greet owners, check vehicles and write up tags as they did before. Also feels that they should come out and collect tags when owners leave. Board agreed with the exception of the day-time hours when there is no guard on duty in the office.

Bob Helm brought up the problem of small children in the dances after 9 pm. Ranch has a problem finding sitters to work. Asked if they could be allowed to stay in if under parents control. The staff finds this rule hard to enforce. Decided to keep time limit at 9 pm for 12 yrs. and under. They can be outside ~~or in~~ the fireplace area only.

Board brought up suggestion by Harlan Williams that the paper towels be removed from the bathhouses due to vandalism. They are being used to clog the toilets, etc. Audience discussed this and agreed to have towels removed. Will leave electric hand dryers. A notice will be put in the newsletter warning owners to bring a towel.

Suggestion was made that a notice be put in the newsletter letting owners know of problem areas. If owners are aware of vandalism problems, etc. they can watch for these things. Also wants to think of ways to develop pride of ownership in the Ranch; get everyone involved.

Mr. Dennis read the lists of itmes accomplished by Mr. Williams since he became Manager in November, 1986. Expressed the opinion that Mr. Williams is doing a fine job. Agreement ^{form} audience. _{FROM}

The next meeting of the Board of Directors will be the annual meeting scheduled for August 1, 1987.

There being no further business, the meeting was adjourned at 1:00 pm.

Respectfully submitted,

Rosemary Epler, Secretary

Date

APPROVED BY :

Jeff Dennis, President

Date

ETHICS GUIDELINE FOR R-RANCH BOARD MEMBERS

The governing board is a unit of authority. It's primary function is a policy-making body. Apart from his/her normal function as part of the unit, the member has no individual authority, with the exception of the Board President.

Individually he/she may not commit the board to any policy, act or major expenditure.

He/she shall not represent any factional segment of the Ranch members but is part of a body which represents and acts for members as a whole.

Any information learned in executive session shall be held in strict confidentiality and not made public at any time, during or after service on the board.

Approved by full board on April 25, 1987.

Jeff Dennis, President

R-RANCH AT THE LAKE
OWNERS' ASSOCIATION
EXECUTIVE BOARD MEETING
APRIL 25, 1987

Executive Board Meeting was called to order by President Jeff Dennis at 1:30 p.m. on Saturday, April 25, 1987, 1962 Capell Valley Road, Napa, CA.

Present at the meeting were Jeff Dennis, June Berger, Jess Smyth, Ralph Wild, Rosemary Epler and Harlan Williams, Ranch Manager.

Purpose of the Executive Meeting was to discuss the following items:

1. Termination of employee Alvin Schindler
2. Allow group who are not owners to hold wedding at Ranch
3. Review Ethics Guideline for Board Members

Item 1 - Alvin Schindler had requested that the Executive Board review his termination by Harlan Williams. Mr. Schindler presented his case to the Board. He was excused and the Board discussed the situation with Mr. Williams. Mr. Dennis explained that the Board sets policy and the Manager hires and fires. Board decided that the decision would stand, based on employee rules signed by employees when hired. Reason for termination was based on employee's attitude.

Board also discussed the issue raised by Mr. Schindler regarding another employee, Ray Meyers. Issue is that he drinks on the job (security at gate). Other Board members had heard this allegation. Mr. Williams is to check it out and handle the situation.

Item 2 - Discussed allowing the general public to use the Ranch and its facilities for weddings, etc. Board voted 5-0 that there must be an owner involved for group use. No private individual can use the Ranch for this purpose. OK for groups such as Chamber of Commerce or Firefighters Assoc, etc., on a case to case basis.

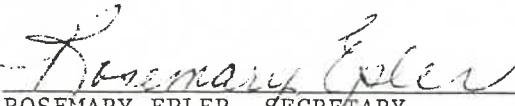
Item 3 - Reviewed Ethics Guideline as presented. Approved with minor wording change. To be typed and mailed to Jeff Dennis for signature.

Discussed general rules for firing employees. Must be sure to document any warnings. Give employee the reason for firing, citing section of employee rules violated.


All current Board Members are running for reelection.

There being no further business, the meeting was adjourned at 3:00p.m.

Respectfully submitted,


ROSEMARY EPLER, SECRETARY

APPROVED:


JEFF DENNIS, PRESIDENT
9-2-87
DATE

DATE

ETHICS GUIDELINE FOR R-RANCH BOARD MEMBERS

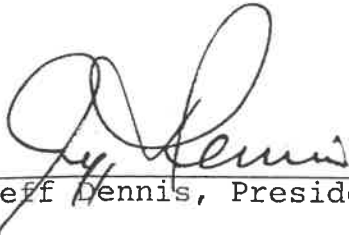
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Jeff Dennis, President

ETHICS GUIDELINE FOR R-RANCH BOARD MEMBERS

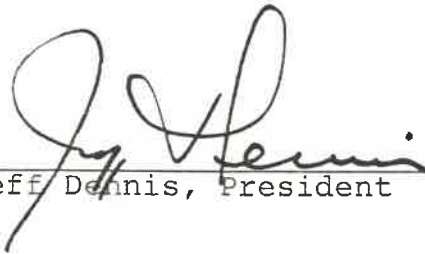
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Jeff Dennis, President

Board Meeting 4-25-87

Minutes approved as read.

Treasurer's report by Jesse, approved as read.

Manager's report:

Guess the piggy's birthday contest.
Workday projects

Activities - wine tasting, rafting,

Vandalism - remove paper towels
from Bldg. Vote by board postponed
until?

Scooters - OK to use on Ranch
for Bldg D. - same category as
bicycle - must have brakes.

- Penalties for improper parking?
Per B of D - Ranch Mgr. has
authority to ban owner from
ranch.

- Usage - 25% guests.

- Pool lower ~\$3,000. (volunteer labor by
Bob Helms, material at cost.)
Motion by Jeff to purchase - to be
paid after 9.1.87.

✓ =
long completed Old Business -

✓ looks on cabins

✓ sinks at BH

✓ Energy plan

noticed at stables ? sign

cabin renovations - in process

bunks 3

floors 6

✓ plans for lodge

Priority survey in newsletter
deck by pool 2600 ft²

- none teen committee - Larice in charge
- of six. Kennel on ranch
- Motion a 2nd to deny. 4 for
- against. 2 Wild opposed
- OK Three hard delinquencies.
- OK tables & chairs at pool.
- will exp. Table tops - plywood w/ varathane
- No Solid umbrellas. too windy
- OK Trailer storage
- ✓ Trailer storage penalty ~125.-
- to HC & LC. none
- talked. Trees by fishing pond
- tabled. [Start fishing pond. - sunfish,
- Leet fish.
- hold off Pine postball court
- ✓ Front gate closed
- BBQ pits for each campsite.
- garage # Garbage cans moved & covered
- ✓ Volleyball court by Memorial
- ✓ Pool Leak

To go into effect
1988

Guest passes. Suggestion by Jeff:

24 passes/year \times \$1.00/day/visit

Old passes can be exchanged

for 5 - 1 day passes

Limit to remain at 6/per visit.

Riding Passes - no change

To be converted

✓ Zoo - behind barn lots of
critters.

✓ fence

✓ Rattle legal? Hartan will
work up figures.

Teen A - explained 75/25 split

4/11/88 Direct & from teen center cond
to game racket ball court?

New Business

EZ Go lease

New carts from GIBL?

Fig - Christina

Juck - Dandy & Randy

Open Forum →

Jim Hart - cleanup?

- dogs running loose

caused by which employee?

Puppy tied by lifeguard's cabin.

ardine - floor in tack room, boot room.

water fountain, tables w/ umbrellas.

Tom's responsibility.

Parting by lodge - hand capped

Rob Helms & rules? Kids using pool
tables. rule to be enforced by

lodge mgr.

* lost to lease pool
table?

Keep RV's here for 2 mos

year round?

Number spaces & move

ed once a month?
by hand [Storage 2 mos. year round
Moved every 30 days.
Number camp sites]

Jimmy Brown - Security
Mobited to start 5-9-87.
Guard should come outside
No kennel.

Lights in parking lot.

Concrete for states pickup
~~30 days~~ 1st week of
6 June

Kids at dances? N/C
Take out paper towels.

Dear Dad - ^{kids'} guide on ranch &
improving ranch.

Thank you to Jeff for
bank help

Kevin Columbus

Jane
Nancy

Guests of Dad