

R RANCH AT THE LAKE NAPA
Ranch Owners' Association
BOARD OF DIRECTORS – SPECIAL MEETING

Minutes for: August 6, 2016

The special meeting was called to order at 10:04 a.m. and immediately went into Executive Session for Disciplinary Hearings. Executive Session adjourned at 12:16 p.m.

OPEN MEETING – Rob Barclay called the meeting to order at 12:24 p.m. with instructions to attendees that there is no open forum but some discussion may be permitted.

DIRECTORS PRESENT: Rob Barclay, President
 Jim Gondola, Vice President
 Terri Harte, Treasurer
 Kathy Palmerton, Secretary
 Dorothy Guajardo, Director

OTHERS PRESENT: Ranch Manager Brad Miracle; SEE SIGN IN SHEET for multiple owners attending.) Addendum A.

Approval of Minutes: Terri Harte made a motion to approve the minutes of the July 16, 2016 Regular Meeting as presented. Motion was seconded by Jim Gondola.

VOTE: All Ayes. Motion carried.

OLD BUSINESS: (A) Election Inspector update. Voting is progressing as expected. Ballots received as of today total 212 and it is important to reach the quorum number. (B) Horse Board: The monthly charges for boarding a horse on the ranch is being discussed by all. Office Manager was requested to compile monthly average monthly expenses per horse over the last year for horse owners. On an average there are 25 owner owned horses and 25 ranch horses on the ranch. It is noted that hay prices have varied over the year though all horses are fed the same. Workers Comp insurance at the stable is highest over the rest of the Ranch departments. The analyzation of cost presented shows average monthly cost over the last year per horse is \$135.92. No was action taken.

(C) Snack Bar Fire Update: The Demolition of the burned remains is scheduled for August 15-19; therefore pool, store and entire parking lot for lodge and store will be closed. Once demolition is completed, a structural engineer will need come out to evaluate the concrete slab. If slab does not meet code and needs replacement, the cost will be funded by the Ranch not the insurance. Therefore, the replacement snack bar will need to be decided. Suggestion was made to recruit owners experienced in engineering/construction/restaurant who would sit on a temporary consulting committee to finalize several concepts. Board agreed to Blast and FB announcement for experienced owner participants to form a committee to formulate several concepts for the snack bar facility. Once committee develops 3-4 alternative plans, then these will be sent out by survey to owners to try and achieve a consensus. Owner suggested contacting TriMark Economy as it is a restaurant supply vendor that could provide information for planning. April will have Blast out by first of next week.

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OLD BUSINESS; continued:

(D) Update of Reserves/Transfer of Funds: April Miracle, Office Manager presented up to date Budget vs Actual P&L for 2016. Agenda stated 2015 Funds transfer to Reserve, however, that was completed and the discussion will be tracking budget for future Reserve Deposits. At this date, we are reviewing the 2016 YTD Budget to Actual to confirm we are on track with expenditures. Any transfer to Reserves would most likely happen at year end/beginning of next calendar year.

NEW BUSINESS: Mike Goodman asked about the Breach of Confidentiality Agenda Item in Executive Session and if any action was taken. Answer is that source of breach is inconclusive and no action taken.

Secretary has asked to reconvene the Executive Session and continue tabled discussion.

Meeting Adjourned at 2:02 p.m.

Respectfully submitted,

Kathy Palmerton
Kathy Palmerton
Secretary

EXECUTIVE SESSION ACTION:

- (A) Disciplinary Hearings: Discipline agreed upon; letter will go out to owners immediately with notification of responsibility.
- (B) Confidentiality Breach: No action taken
- (C) Motion passed to recruit new Ranch Manager.