

R RANCH AT THE LAKE NAPA

Board of Directors Meeting

Minutes for: July 20, 2013

President Dorothy Guajardo at the RRanch Lodge called the regular meeting to order at 12:08pm

DIRECTORS PRESENT: Dorothy Quajardo, President
Rita Nicolas, Vice President
Nellie Cutright, 2nd Vice President
Joan Scannell, Treasurer
Kathy Palmerton, Secretary

OTHERS PRESENT: Phil Tscharner, Ranch Manager
Kelley Martin, Office Manager
Misty Pursell, Stables Manager
ABSENT: Allison Perry, Lodge Supervisor

PLEDGE OF ALLEGIANCE: Rita led all present in the recitation of the Pledge of Allegiance.

APPROVAL OF MINUTES: Nellie Cutright, 2nd Vice President made a motion to accept the minutes of the April 2013 meeting as presented. Rita Nicolas, Vice President seconded the motion. VOTE. Five ayes, no nays, Motion Carried.

REPORTS:

President: Dorothy Guajardo, President reported we are having a good summer; much easier now with new Ranch manager on board. Phil and the staff have made lots of improvements, things updated and we hope to keep it all going in that direction. We just need more sales to get more assessments to continue with improvements.

Treasurer: Joan Scannell, Treasurer reported balances in the various bank accounts are: Operating Acct \$441,859.84; Reserves \$350,505.63; Savings (Slush) \$600.31; GGG \$35,757.68; Site to Site \$86,689.24; and petty cash \$3,082.66. Current paid up owners' number 1066; but we are expecting more month to month payments coming for July so that number may go up a little. There are 59 more owners that owe on bi-annual payment; and there are 438 delinquent owners.

Ranch Manager: Phil Tscharner Reviewed Rules on underage kids driving golf carts or motorized bikes (must be licensed driver) and all under 18 must wear a helmet. He encourages ALL parents to have children riding bikes and scooters wear helmets. Any child caught not wearing a helmet will have a ticket sent to the parents. Please drive responsibly – no speeding - on the ranch, there are a lot of very small children this year. No more warnings for rule violations as tickets will be given. Owners & guests must wear the wrist bands at all times, if lost get replacement at office. The rules are for the safety of all and they will be enforced. Pastures are being disked and replanted for future horse feeding; more trees being trimmed. If anything is missing from your campsite, please notify office. Trailers owners – please make sure sewer valves are in good working order for staff when using honey pot service.

Office Manager: Kelley Wagner reports office has 2 seasonal employees; Owners are not coming to report to the office when on a new site or nor are owners turning in red tags when trailer off ranch. Theses things can produce a fine of \$10. All golf carts do not have new Ranch registration sticker; she states all golf cart owners need to come in and get that done.

STAFF REPORTS: continued.

Stables: Misty Pursell reports we are having a wonderful summer, quite a few groups ride – kids and parents. Hello to Eva McCardle, whom we haven't seen for a while. Misty thanks all owners who volunteer at the barn as your help is very much appreciated. The horses look great, doing really well and she invites all to come and see. Stables are busy for the summer. Groups have been great about calling ahead which helps scheduling to give everyone a chance to ride. The poker runs have gone well. We had our first trail card ride with no guide which was a great success and we are pleased to say that more are scheduled. The Picnic ride with 14 people was fun, with lunch by creek and was very relaxing. There are more activities coming up please refer to the newsletter. We now have 33 ranch horses and 36 owner horses with a couple of new owner horses coming on board.

Lodge: Kelley Wagner reports for Allison Perry that Casino night is on August 10 and volunteers are much needed. August 17 is our Annual Meeting where votes are counted and new BOD members announced. Also on August 17 there will be a steak dinner and we everyone must please sign up ahead – so we know how many steaks to order. After the dinner there will be a dance with new band and there will also be movie night on the lawn. Annual meeting will be held in Lodge not on Big Lawn this year. Ballot counting will take place on the stage area.

Sales & Marketing : Mike Wright reports last BOD meeting he was appointed as assigned agent for the ranch and we have some established some policies to keep shares selling whether ranch shares or to help owners who would sell. He has listed ads on Napa County listing service; Face Book and Craigslist; has had business cards printed and new brochures are available. He also advertises with a magnetic sign on his truck. With help from Barbara Shane and BOD there is an updated sales brochure now at the office. About 30 shares have transferred since January with a good estimate of what he thought was going to happen. His survey of why those shares were selling show that 90% say kids have outgrown and they don't use the ranch. Some kids who grew up here with families are now grown and buying own share. He voiced his appreciation of the support of staff. Currently he has 3 shares listed with him that are available for new owners to buy, but most new buyers are picking up from current owners selling.

COMMITTEE REPORTS:

Boat: Albert Sanchez # 274 reports next Saturday is boat committee meeting at 9am in lodge to discuss all issues with boats etc. President recommended announcing by email blast which Kelley can do.

Cabin: Ruth McCracken # 147 reported for Liz Spiker who broke ankle and husband recently had surgery. Their meeting today reviewed follow-up on splitters on hot/cold for showers in Bathhouse 3 as they run all the time thought maintenance is supposed to work on it this week. Total of funds in the committee account is \$13,491.00 from cabin rental and ranch house usage. This money is to be used for future A cabins. Thank you to maintenance staff as the cabins are looking great. There was a question on dry tent camping in cabin area open fields. 30 yrs ago there was a lot of that but the concern is why tear apart environment to have tents. Consensus of the committee is that they don't want additional dry tent camping in those areas. It is still ok for cabins folks to have tents next to their cabin. Cabin 49 and 50 are very close together and there was a discussion if they could be joined for larger family use. Consensus of the committee is we don't need to use manpower for this, as folks like cabins as is. How long can an owner stay in cabin at one period? A-cabins have a 14 day limit and the other cabins have a 30 day limit. Then there must be a 5 day break before usage of another cabin. Budget planning for 2014 is the possibility of more A-cabins. They are all being used because they accommodate 4 so there is a big demand.

COMMITTEE REPORTS: Cabin Committee: continued

The committee reviewed mattresses in cabins as some cabins only have 2 mattresses but other bunks. They want to have at least 3 mattresses in each cabin. Top bunks are not being used and mattresses are being moved off those for storage use. Dog cabins are successful at this point though there will be another report in October to evaluate. Committee addressed the amount of Security now in place as there was a lot of noise in the cabin areas very late at night this weekend. They suggest security could work 8pm to 2 am or 9 pm to 3am as right now there seems to be no one checking after midnight. Phil Tscharner interjected that anytime an owner experiences problems late at night, they should go to front gate call box and push the button for Phil and he will respond and can talk to person through the call box for the issue. He will address the issue immediately. Committee reports children are "flying" down the hills on scooters with no helmets and this need to be stopped before someone gets hurt.

Dog Cabin Update: Larry Jenkins # 161 is happy to say the 3 dog cabins are full every weekend since opened. Everyone is pleased and we may be adding a few more. They will wait and see how pilot program works out.

Campground: Jim Gondola #637 reports lots of rumors on electrical upgrade situation that need to be clarified. They had meeting with county representatives at which Dorothy Guajardo, President, Phil Tscharner, and he attended and received approval to upgrade panels at Bathhouse 7 and the South House itself. The supervisor for Planning at Napa County left the impression he would approve panels for the additional campsites over by the South House. We could possibly have 18 new sites from this. The original ranch plan was approved for 315 camp sites. We are still waiting for final approval. Our Electrician, Owner Brian Roche, wants new panel at site 321 to replace temporary panel put in after old panel burned last summer. We are waiting for approval on this and should find out this week. The money is there in the Site to Site Fund to do all these improvements. Work will probably not be able to be done until Fall when trailers are moved out. These replacement panels should solve the tripping of the panels in the trailers that we are experiencing this summer. In the meeting this morning they discussed removing the requirement for Site to Site participants to move 3 sites away from last site. This was in the originally approved Site to Site program, but was not in current copy of rules. This is an agenda item coming up.

Equine: Larry Jenkins #161 reports nothing new, everything good. Sharon Commisso asked to step down and Larry will head this committee.

Governing Documents: See Advisory Committee report.

Advisory Committee: Barbara Shane # 998 reports they have been very successful for 2 years and that they meet 1 month before BOD meeting. This allows time to add agenda items to BOD meeting if needed. All are welcome to attend these meetings, watch for announcements on email blast. The committee is working on updating all forms, documents, etc into the 21st century. The approved Governing Documents are tentatively planned to be out by end of September for owners' vote. Committee is currently working on updating new rules and regulations book.

OLD BUSINESS: Bi Annual Budget Review by Kathy Palmerton, Secretary and Joan Scannell, Treasurer. There is a hand out of the January to June 2013 Budget vs. Actual. (attached). Most departments are under budget at half year, but, as Repairs and Maintenance was the department mostly affected by budget cuts, the BOD was most interested to find out their numbers. As guessed, that department is at budget limit now. This shows us just how important it is for assessments to come in to the Ranch early in the year and that we can no longer afford to offer month to month payment option to new /incoming owners. This addresses Agenda Item 8B. Kathy and Joan also pointed out that the Budget was based on actual income rather than income from total number of shares which really cut our budget and forced BOD not to fund the Reserves in January as planned. IF there is enough money at the end of the year (November) the Reserves will be funded. News is not great, but it is important for all owners to know exactly where we stand and why this BOD is so adamant about getting the income UP. After many comments from owners present and discussion by the Board, a motion was made by Kathy Palmerton, Secretary, that as of July 20, 2013, that the R Ranch cease offering the month to month payment option to new owners and to retain the options of annual, bi-annual and quarterly payments; that current owners now on month to month will be able to stay on the month to month program; that any month to month owner who chooses to move to any of the other payment options may not go back to month to month and that any current owner who may have a financial problem in the future, may meet with Ranch Manager and Office Manager to make financial arrangements agreeable to owner and management for that owner alone (as stated in Governing Documents). The motion was seconded by Joan Scannell, Treasurer. VOTE: Five Ayes, No Nays, Motion Carried. (ATTACHMENT A-1)

NEW BUSINESS: ITEM A: 30-60-90 rule change (ATTACHMENT A-2) addressed by Rita Nicolas, Vice President. The changes are to clarify the rules, there are no new changes. On the Site to Site Program,(ATTACHMENT A-3) the Campground Committee recommends removal of the requirement to have to move 3 spaces away from last space. The Site to Site Program's fee was \$400 at first, but was raised to \$450 in exchange to eliminate 3 space rule. This was the accepted program voted on by owners. This today is a reclarifying of the rule to put it back as originally voted on and approved. Also, the office has advised us that two owners are trying to use one space, which is against the rule of One Share Owner per Camping site. There is no way to control and track two in one space. Therefore added clarification to rules although this has been policy, that there is only one owner per space. A guest may bring their trailer onto your site for a visit as long as there's room. Motion was made by Rita Nicolas, Vice President to accept the clarification of these rules. The motion was seconded by Joan Scannell. VOTE: Five Ayes, No Nays, Motion Carried. ITEM B was addressed in OLD BUSINESS.

ITEM C: Scooters, Bikes, electric bikes, motorbikes, etc MUST abide by all ranch speeding and safety rule. We still have to abide by CA vehicle law while on the Ranch. Under 18 need helmets, no texting while driving, and PLEASE be careful of all the children, there are lots of little ones this year.

ITEM D: Governing Documents were addressed in the Advisory Committee report. ITEM E: Status of Rule Book Update: Barbara Shane reports that hopefully it will be done in two months then out to ownership. ITEM E: Solar Energy option status report. BOD decided this would be a huge project and needed a lot of research. Larry Jenkins and Dorothy Guajardo, President are working on gathering information. ITEM G: Candidates Open Forum will be held at the end of this meeting, after 15 min break. Nancy Pon, Elections Inspector will moderate. Each candidate will give a 5 minute speech then there will be open forum for all for 45 minutes, when owners can ask questions.

OPEN FORUM:

Owner # 399 Janice Salvato, an owner 30 yrs, commends the Ranch staff for great vacation for her 50 family members who have been here all week. She has comments on the Campground status report; now that we have all that money, she feels the Site to Site program should end. To that regard she reads a letter submitting to the BOD signed by many of the owners. (attached) Summary of the letter is to discontinue site to site program as of 12-31-13, as sufficient money has been accumulated and the program is a temporary program anyway. She is requesting this request to discontinue the Site to Site go on the October AGENDA for approval. Several owners present had comments refuting this request and discussion became elevated when Owner Salvato, stated that if this was not addressed, the owners would 'go to small claims and sue...' Due to the statement of a possible law suit, as required by our attorney, President Dorothy Guajardo, President stopped all discussion of the issue and stated the BOD will give this letter to the Ranch attorney for review.

Owner # 637 Jim Gondola commented that the site to site program went in as pilot program voted on by owner and the owners need to vote it out. He stated there are further improvements needed for the campgrounds thus the need to continue the program. Janice Salvato then replied that 'they will fight this in court'. Discussion was stopped.

Owner Mike Wright commented on the scooter issue that his grandson has electric scooter that is able to go 15 mph. It is not supposed to go on pavement and kids should be 16yrs old to operate. He stated he has reviewed the Campground rules regarding moving trailers on and off the ranch. He had a discussion with another owner about a site he was moving to and this other owner moved their trailer on to his site. He is asking how to interpret first come first served. Phil Tschanner replied to please talk to the ranch manager to solve any dispute.

Owner #1696 – James Fitzsimmons states the campgrounds are full in summer and it is crazy to try to get a trailer on a site. At Wild Horse Ranch, they have a couple of spaces that can be reserved for short term stays. Maybe we can consider doing something along that line, & he feels the Meadows are conducive to that. Kathy Palmerton, Secretary requested Phil call Ralph the Ranch Manager at Wild Horse for details on how it works. Phil will do so and report.

Owner #147; Gene & Ruth McCracken are on AC committee which is now working on updating the Rules and Regulations Booklet. However, kids with razor scooters are riding down hills by cabins in the dark and they only saw one kid with a helmet. Parents are not overseeing their kids and making them wear helmets. Misty Pursell asked why there is no general release of liability form for owners when they enter the ranch. Dorothy Guajardo, President will ask insurance agent if this form would cover us legally. Regardless, tickets should and will be issued for those children not wearing helmets.

Owner # 689-Stephan Debrunner thanks the BOD for their time and energy for a hard job to do. His concern is of the number of delinquent shares as it was stated that 441 are not paying. He has been an owner for 10 years and he keeps hearing about a plan, but number of delinquents is not reducing. He is willing to join advisory committee to help with that problem. Barbara Shane welcomed him to join them.

MISCELLANEOUS ITEMS: Next meeting date will be 3rd Saturday in October 2013 at 12 Noon in the Lodge at the R Ranch.

ADJOURNMENT: Dorothy Quajardo, President made a motion to adjourn; seconded by Rita Nicolas, Vice President. Vote: Five Ayes, No Nays, Meeting adjourned at 2:47pm.

Respectfully submitted,
Kathy Palmerton
Secretary