

R RANCH AT THE LAKE NAPA

Board of Directors Quarterly MEETING

Minutes: October 19, 2013

President Dorothy Guajardo at the RRanch Lodge called the regular meeting to order at 12:10pm.

DIRECTORS PRESENT: Dorothy Guajardo, President
Jim Gondola Vice President
Kathy Palmerton, Secretary
Rita Nicolas, Treasurer
Nellie Cutright, Director

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

PLEDGE OF ALLEGIANCE: Owners present were led in the Pledge of Allegiance by Rita Nicolas.

APPROVAL OF MINUTES: Nellie Cutright made a motion to approve the minutes of the July 17, 2013 meeting. Rita Nicolas seconded the motion. **VOTE:** Five Ayes, No Nays, Motion Carried.

REPORTS:

President: every year after election through first of year the Board is very busy getting up to date, getting budget done, and so on. Some of those issues are: Dorothy Guajardo, and Kathy Palmerton, interviewed 6 banks to do a bank change due to high charges from Wells Fargo. CalTrans has approached the ranch to purchase a small section of land (easement) where a small section of hill is sliding, so as to fix water drainage problem. They offered \$500 but owe us past monies, so the Board is working with them. The Board is also looking at possibly purchasing two fire trucks for use on ranch and our safety plus we can offer to CalFire to "rent" from us when needed. Our pond would refill that truck as needed. Owners and staff would be trained to use the vehicles. **SUGGESTION:** staff using trucks would have to be trained for legal reasons. The Board will research training requirements. The Board is also working on 2014 contracts for snack bar and store. The Site to Site sign up starts December 1st. 2013. The Board has received emails from owners on improvements suggested for Youth and Teen Centers therefore we are looking for someone to volunteer to head up this committee this year. Julie LaFreniere #430 volunteered to head up committee, with Colleen Silva to help. Allison will work with Julie and committee as needed. Allison asked if anyone has contact to redo the felt on pool tables - we need two to be re-done. Collections are being addressed again as the Board has directed staff to support the rules that no owner who owes any money to the ranch will be allowed on the ranch (also applies to horse owners). Letters are going out to owners addressing this problem

Treasurer: Rita reports Bank Account totals as of Sept 30, 2013: Savings \$600.36; Operations: \$314,255.16; GGG \$35,766.69; Site to Site: \$86,695.79; Petty Cash \$ 1,914.23 Reserves: \$350,593.99: Number of Owner : Total Owners 1518; Number in Good Standing 1031, number in Arrears 487.

R Ranch at the Lake

Ranch Manager: Phil Tschanner announces new campground chairman Wayne Palmerton, taking Jim Gondola, Vice President's position. In the next week the work will be started on the new campsites over by the south house. Electrical in the upper loop will be done after that. Redirection of the drainage from behind Nellie's store is in the plans, as bathhouse plumbing upgrade, new ice house floor, new striping on roads before summer. Summer went well; some areas need improvement which we will work on.

Office Manager: Kelly Wagner reports office is constantly working; collections in process including now using small claims; need owners to comply with updated trailer registrations reported to office. Trailer tags need to be current – Owners are responsible to get tag changed when needed, otherwise it is a \$10 day fine. Office is still working on getting everyone's emails to go "paperless" as much as possible. Assessment packets will be out mid November.

Stables: Congratulations to the new board; we have 34 Ranch horses now, which are getting winter coats; we are still riding, weather is great for riding. We have 38 owner horses now. Different this year, since horses are ridden so much, she upped pellets and horses are in good shape going into winter. All fields not used are being planted with rye grass, a non watering seed, for natural grazing this spring plus will make the ranch look great and be great grazing area for horses to help reduce feed costs. Seeding to be done by end of October, as rains start in November. Off season means now on winter schedule with 2 rides per day but still open at 8am for trail card riders...last ride no later than 2pm. Trick or treat at the barn next week!!

Lodge: Allison Perry reports next weekend is Halloween weekend on the Ranch. Staff is starting to decorate the haunted forest this weekend, if you would like to help. Will do a trick r treat hayride again starting at 5pm, meet at big lawn just before 5; then DJ for Halloween dance and costume contest. Please bring donations of candy or treats for dance. A Thanksgiving dinner is planned; please sign up early; then turkey soup dinner on Friday. Two weeks later, on Dec 7th there will be Breakfast with Santa then later that month "holiday shopping" day with independent vendors, then New Years Eve Celebration. Pool is closing October 20th for winter.

Sales & Marketing: Mike Wright acknowledges all the hard work of our staff, our volunteers and our board, also Wayne Palmerton, and the Advisory committee. We are fortunate to have all of them. Mike has been selling for us for 6 months now, and in that time learning from owners, history of sales, by whom, to whom and how many. About 60-90 owner to owner sales happen every year. The owners that sell have no complaints about the ranch; they sell either because they move away or 'grow out' of usage of the ranch. New sales program to entice folks to see ranch is to invite to spend a weekend at a cost, to see just how everything is here. Will do home shows, etc, magnetic door stickers for cars. Share Price was at \$2500 plus fees, assessments but working on programs to be more inviting to prospective owners. Working with ranch on making sure all new owners get disclosures. He will be starting new owner "orientation" every quarter on BOD meeting day to help owners understand the usage of the ranch. He requests his agreement with ranch be extended for 12 months to continue the program. Exec session with Mike, held earlier, discussed transfer fee, which now is \$105, and propose to raise that fee to \$250 and Board agreed by consensus to raise to \$250, brings in extra \$15,000 in fees to ranch into general fund. Kathy Palmerton, Secretary made a motion to extend the contract with Mike for one year. Seconded by Jim Gondola, Vice President. VOTE: Five Ayes, No Nays, Motion Carried.

R Ranch at the Lake

COMMITTEE REPORTS:

Equine: no report

Boat: Albert Sanchez reports their last meeting was in July; as in winter we go dormant. Committee would like to clearly define money earmarked for boat area as they want to install security cameras to help deter vandalism of boats. Dorothy Guajardo, President directed Albert to email her and she will facilitate use of funds for this purpose. Allison says the Ranch has a set of new cameras in the office, just need power box/cables to wire. Allison and Phil will meet with Albert to get cameras to him.

Campground: Wayne Palmerton #1418, new chairman, reports they are now ready to start site expansion next week. Five years worth of work now approved, Thanks to Rita and Jim for hard work. We need people to help out – we need a working crew, he will be asking for and accepting volunteers.

Cabin : Liz Spiker # 328 – has been gone a year, good to be back. She wants to discuss money accrued for future A Cabins, has analyzed income over past years so that total now \$26,748.00. Per Dorothy Guajardo, President, we need to upgrade electrical before any plans can be made for new cabins. PreFab cabins run about \$12,000, as an option. Please decide how to earmark funds – Dorothy Guajardo, President will talk to accountant to find out how it is done similar to campground site to site. Committee needs to do research on new cabins and give info to BOD. Another painting day will be scheduled to paint more cabins, as we just have purchased more paint.

Dog Cabin: Ruth McCracken # 147 reports committee working on dog cabins and rules for them, as there have been requests from dog owners. Cabins # 64, 67, 68 were fixed for usage, but still have carpeted floors. Cabin 64 used 19 times, 67 used 30 nights and 68 used 22 nights – so response has been good. Any complaints - none really. Therefore recommend those 3 cabins be assigned permanently as dog cabins with rules as created. There are 2 more cabins possible, but the 3 now used are meeting the demand. Recommend then that this dog cabin committee be joined back to Cabin committee. Jim Gondola, Vice President met with housekeeping at dog cabins and reports cleaning time is 2-3 times longer than regular cabins, and mattresses are being put on the floor. Bunk beds are not safe so parents do not want kids on bunks. Mattress covers are torn in a lot of the cabins, not just dog cabins. Maintenance definitely need to replace carpet with vinyl and consensus is to separate bunks into separate beds. No deposit now for dog cabins. Housekeeping must report extra cleaning issues to office so owner is fined for leaving a mess. Committee to discuss further

Advisory Committee: Barbara Shane # 998 states the governing documents are ready to go out, possibly by mid November. There will be Incentives to the owners, for early ballots received! Current Governing Documents are 30 years old and have been updated to Corp code but we need 50%+1 AFFIRMATIVE vote from the ownership to put them in place.

OLD BUSINESS: Motion to make the 3 dog cabins permanent by Rita Nicolas, Vice President Jim Gondola seconded the motion. VOTE: Five Ayes, No Nays, Motion Carried.

NEW BUSINESS: no voting business
R Ranch at the Lake

OPEN FORUM:

Owner Cherry Campbell # 1034; owners since 81-82; has seen a lot of things over these years. Wants to address follow-up on her letter to BOD about her family reunion and how this ranch has 'broken up her family" as her family has always had their family reunions in June and the change of not allowing groups to use ranch in summer high season has impacted her family. Kids cannot get out of school to come in off season to come to their family reunion. She had sent a letter out months ago and is appalled that BOD has not responded. BOD responded that we had not received that letter until this week...no knowledge of why letter, posted August 27th, did not get to us until this week. Dorothy Guajardo, President explained why rule was made; in response to complaints from ownership. BOD will review this rule of limiting groups and read the letter and will respond to this owner.

Owner Mike Valdez # 714 – nice to see compromise to Campbell's problem. Mike stands behind Ms Campbell, but feels some rules have caused problems and communication issues with ownership. Brings up colors of trailer tags as not being enough notice to give owner incentive to get tags changed as needed. He wants NOTICE OF FINE on back of notice for owners. Kelly will be able to do this.

Owner # 714 Karen Vastola: Issue with electricity has been a trouble for years. Asking about using technology - Solar – to help us with electricity issues. There is a committee researching this issue now to help us offset our PGE bill. Mark Godfrey checked into it and costs could be prohibitive. Per Dorothy Guajardo, President, that is why we have a committee checking it out to see what and how it would work here.

Owner # 430 Julie LaFreniere does not understand the CC&R's and the part about having an owner be an owner for at least 3 years before being allowed to run for the Board. This is not fair. In addition, she had a bad experience where she was asked not to use a certain bath house located near Dorothy Guajardo, President trailer, because of noise she was causing. People use bath houses and will make noise, use of bath houses is for everyone. Rules should be fair for everyone – feels BOD is entitled to too much. BOD should have to abide by 30-60-90 rules like everyone else. She will not vote for CC&R's due this issue. The BOD explained that everyone needs to be aware of others and to be quiet in the early hours is everyone's responsibility; the Board encouraged Julie to vote Affirmative on the Governing Documents vote, as we need every vote.

Owner # 1539 Ramiro Noratto: Thank BOD for hard work in making this a great place. He sees this every day. Regarding the comments on issues discussed today; Family reunion, changes are made to improve our ranch. The 30-60-90 day rule - does not address color of tag. The office system can easily show when trailer comes off, if they don't come off, there is a fine. He does not agree with fine to owner if they don't change their tag. Per Dorothy Guajardo, President tag is a way for office and other trailer owners to track. It is good to talk about this issue to make everyone aware and to improve as we can. Fire trucks are a great idea for our safety, but what about fire hydrants. There are connections at bath houses for hoses, per Phil; we are working off a well system which could not support this. Discussion between owner and BOD member should have been a private conversation. We all share equally in this ranch in responsibility and work and usage. Lodge hours; likes to come early to leave family rest and would like it opened early. Maria opens Lodge at 7:30 am and makes coffee, and can leave the door open, which should be agreeable with most people. Need to keep communication open to owners with good ideas so we can all help each other.

R Ranch at the Lake
Board of Directors Meeting
October 19, 2013
Page 5

MISCELLANEOUS ITEMS: Next meeting date will be 3rd Saturday in January 2014 at 12 Noon in the Lodge at the R Ranch. Site to site drawing to be held; all participants must be current with assessments to participate.

ADJOURNMENT: Dorothy Guajardo, President made a motion to adjourn, seconded by Kathy Palmerton, Secretary. Vote: Five Ayes, No Nays, Motion Carried. Meeting adjourned at 2:40pm.

Directors excused for Executive Session in 30 minutes.

Respectfully submitted,

Kathy Palmerton

Kathy Palmerton
Secretary