

**CROOKED RIVER RANCH CLUB & MAINTENANCE ASSOCIATION  
BOARD OF DIRECTORS  
WORK SESSION  
MONDAY, DECEMBER 4, 2017- 10:00 A.M.**

**I. It was noted that all Directors were present.**

It is also noted that Jefferson County Commissioner Mae Huston was in attendance.

**II. Regular Board Meeting Agenda Review:**

**No Additions**

**III. Special Topics:**

**a. Recap of Western Holiday Event:** Ranch Manager LaPora reports that it was a busy day with a lot of attendees. The wagon ride was a big hit with many families riding through the area. She wanted to thank everyone who helped, especially the Events Committee. They created a plan of action with specific duties assigned and it went off flawlessly.

**b. Update on Semi-Annual Billing:** Ranch Manager LaPora announced that the semi-annual billings have all been mailed. It was a speedy process this year thanks to Annie and Connie.

**c. Title III Grant Funds:** Ranch Manager LaPora is happy to report that Jefferson County Fire Marshall Gary White facilitated the submission of a Title III Grant application for Fire Abatement matching funds reimbursement. The Association will be receiving \$8,668.00, which will be put back into the Fire Abatement fund for future use in fuel reduction on Ranch property.

**d. Discussion Item: BOD interest in programs or projects for the FY 2018/2019:** President Palmer reminded the Board that they are charged with providing direction to the Budget/Audit Committee regarding items the Board feels need to be considered. It does have to be submitted to the Budget Audit Committee (BAC) to be included. Director Flory suggested that a dog park be considered. The next BAC meeting is December 20, 2017 at 10:00 and is open to everyone.

**e. Update on Lower Pasture:** Ranch Manager LaPora has been in discussion with some individuals that are considering using the lower pasture for grazing approximately 60 head of cattle. There is some work that needs to be done, specifically additional fencing. The individuals are willing to do the labor if the Ranch will provide the materials. They need to be guaranteed five years of grazing. It would take approximately two months to complete the work needed to provide a safe grazing area. This effort is to increase the fire safety in the Lower Pasture. Discussion is still in the early stages, as other issues, such as liability, need to be looked into. She will keep the Board updated.

**IV. Opens:**

**a. Telegraph Board Meeting Highlights:** Director Orr requested that the Board Meeting Highlights in the December Telegraph be corrected to read that the discussion concerning social postings made between herself and President Palmer were made at the request of President Palmer. Ranch Manager LaPora will make the correction.

**b. Email received by Board Members:** Director Flory read an email from residents John Stevens and David Stangland in which they questioned a statement made by Treasurer Dille at the Regular Board

Meeting on November 20, 2017 where they claim he stated that he found \$200,000.00 four hours before the meeting. They question where the money came from and why it was just now being disclosed, and also why other members of the Board were unaware of the funds along with the membership. They asked for notes from the meeting along with the particulars and a list of attendees. Director Flory responded that she had gone back and listened to the audio tape of the meeting and Treasurer Dille never stated that the money had been “found,” but rather suggested that funds which may be transferred to the Capital Reserve Fund this year be reallocated to the Alternate Exit instead. She explained that around 2011 the Budget Audit Committee (BAC) did a complete inventory of all fixed assets of the Ranch and formulated a 30 year Capital Reserve Plan. The BAC recognized that the Ranch did not have a Capital Reserve Plan, which is essential to the health of the organization. This plan lists the various assets of the organization, the cost of the asset, when the asset will need to be replaced or repaired, and the estimated cost when replaced. Every year the BAC reviews the upcoming five years of the plan to determine any changes that might be necessary. The Budget Audit Committee has recommended and the Board has approved a dues increase each year since then, in part to fund the Capital Reserve Plan. Additionally, all departments have worked hard to reduce expenses and increase revenues. The BAC and BOD have made a commitment to transfer \$75,000 each year in addition to the previous year’s depreciation into the CRP. Due to good fiscal management and excellent revenues at the RV Park, we have been able to transfer significantly more to the CRP than the minimum. This effort has been discussed numerous times, including in the annual Budget Presentation, reports from the BOD Treasurer and our accounting firm. This information is included in the annual audits, board packets, Board meeting minutes, the Treasurer’s reports, and articles in the Telegraph – all of which are on our website. Also, any questions can be asked at a Budget/Audit Committee Meeting or Board meeting which are both open to the public.

The “meeting” referred to in the email was simply an impromptu discussion regarding the possibility of reallocating these funds from the Capital Reserve Plan to the Alternate Exit as a way to reduce the overall cost to the homeowners. President Palmer explained that all checks issued by the Association require two signatures and both he and Treasurer Dille were present to sign checks when the conversation began. President Palmer noted that it may have been premature to mention the reallocation because it will still need to be considered by the BAC and then approved by the entire Board. Resident John Stevens noted that this information should have been shared prior to the Board vote to proceed. Director Orr also stated that she was caught off guard and would have preferred knowing about this possibility before voting on the issue at the November 20 BOD meeting.

**c. Length Restriction on Horny Hollow:** John Williams, a member of the Special Road District, received a call concerning the new 40’ length restriction on Horny Hollow. Resident John Stevens asked who will be enforcing this new restriction. Mr. Williams responded that Jefferson County will be responsible for enforcement which means the Sheriff’s Office will observe for compliance. Anyone with a vehicle longer than 40’ will no longer be allowed to drive on Horny Hollow.

#### **V. AR Log:**

3. Status: change to On-going

Comments: Talks continue between Manager LaPora and possible ranchers

4. Comments: Secretary Bartolomei is working on drafting an initiative which would go to the membership for a vote to change By-Laws to revise the quorum requirement needed to sell Association property.

#### **VI: VOTE TO ADJOURN TO EXECUTIVE SESSION ON LEGAL, COLLECTION AND CONTRACTUAL INFORMATION (ORS 94.640 7 (a))**

Adjourned at 10:44 am

Draft Work Session Minutes 12.4.17