

**BOARD OF DIRECTORS (BOD)  
WORK SESSION - NOVEMBER 7, 2011, 10:00 AM  
CROOKED RIVER RANCH CLUB AND MAINTENANCE ASSOCIATION**

**I. CALL TO ORDER:** President Johnson called the meeting to order

Members Present:

Ben Johnson (Pres.)	x	Herb Parker (Treas.)	x	George Linn	x
Jim Martin (V. Pres.)	x	Michelle DeSapio	x	Jay Nordin	x
Gail Day (Sec.)	x	Kit Henderson	x	Vince Pelly	x

**Quorum Present**

**II. BOARD MEMBER RESPONSIBILITIES/ASSIGNMENTS:** No Change

**III. ACTION REQUIRED LOG (AR LOG) -** See Changes

**IV. STATUS REPORT ON SEARCH FOR ADMINISTRATOR**

1. Process Overview: President Johnson reported that a job listing was created and entered with the Oregon Department of Employment who is prescreening applicants before forwarding. We have received some applications and the search has been expanded.
2. Advertising: Secretary Day reported that an ad has been placed in the Oregonian, the Bend Bulletin and on Craig's list in Bend and Portland.
3. Selection of Search Committee: A three member committee was elected from those who submitted their names to consist of one board member, one employee and one CRR Association member. Those elected were Jim Martin, Richard Jensen & William Fullhart.

**V. DEALING WITH CRITICALLY INJURED WILDLIFE:** After investigation with staff and the Jefferson County Sheriff, Director Pelly presented the state statutes governing the taking of critically injured or sick wildlife. A policy/procedure paper will be brought to the November Regular BOD meeting.

**VI. REQUEST FOR VOTE TO AUTHORIZE CONVENING IN EXECUTIVE SESSION AT 12:30 FOLLOWING TODAY'S WORK SESSION TO DISCUSS PERSONNEL ISSUES, REMAINING LEGAL ISSUES INVOLVING THE CRR WATER COMPANY AND COLLECTION OF UNPAID ASSESSMENTS. {ORS 94.640 (7) (b) (ii and iii).**

**Motion** by Director Martin/seconded by Director Henderson to: *hold an executive session* **Motion Passed Unanimously.**

**VII. REPORTS**

1. Budget Process Planning: Treasurer Parker updated the BOD. The Budget Audit Committee (BAC) has adopted the FY 2013 budget calendar. A joint BOD/BAC mid-year review is scheduled for November 30<sup>th</sup> at 2:00 in the Juniper Room. He briefly discussed marrying the setting of fees and dues with the budget calendar. **Motion** by Director Henderson/second by Director Pelly to: *Continue with current rate of HOA dues at this point for the billing cycle and this item be addressed by the BAC no later than March so if there's a change in the dues it would be implemented coinciding with our Fiscal Year.* **Motion Passed Unanimously.**  
Discussion: Priorities for the BAC. Last year's list contained five that proved to have some conflicts. The board will start with these and put together a list for FY 2013 that will guide staff in preparing their budgets and the BAC in its deliberations.
2. Update on Kiosk/Cluster Box Project on Badger: Directors Lynn and Pelly gave an update on moving the information center to the new location at the entrance of the ranch on Chinook and Antelope. Cluster boxes will be moved from this location to Chinook and Badger. The biggest obstacle is the significant fees Jefferson County wishes to impose in excess of \$12,000. Negotiations are ongoing.

3. Deschutes County Commissioners work session on Whychus-Deschutes Wilderness Proposal. President Johnson reported that the Deschutes county commissioners have decided not to take any action at this time. Additionally, there was discussion with commissioners regarding the current emergency exit. They have concerns about our handling of this exit and believe there is 1.25 to 1.4 million available to us from Jefferson County. It was conveyed that at present, the current "road" is what the ranch can afford.

#### VIII. PUBLIC INPUT

1. Paulette Nordin thanked the board for sending out an email regarding asking member permission to forward their email to the Phase Rep Program. They received 47. 35 were new recipients who wanted to join the program. The remainder were already in the program. All authorizing emails are being saved in Admin.
2. The Architectural Committee has sent in their updated application. It will be included on the regular board meeting agenda for review.
3. Follow up to previous meetings:
  - a. The request from the Architectural Committee and Phase Reps for business cards will be handled by Administration.
  - b. The Reduction of rent for the Pet Grooming Business will be on the Regular Meeting Agenda for November. **Motion** by Director Pelly/seconded by Director DeSapio that: *we postpone the discussion of reduction of rent. Motion passed unanimously.*
  - c. Director Nordin felt no need to elaborate on his website recommendations as requested in the October Regular Meeting.
  - d. December 3<sup>rd</sup> is the annual CRR Christmas Parade. The board was encouraged by Diane Knox to join the parade. Reminder of the bonfire, Santa and crafts guild participation. Santa & crafts will be on Saturday only using the entire Administration building. CRR merchandise will be included at 20% off for holiday purchases. **Motion** by Director Nordin/Seconded by Herb Parker that: *The board of directors have an entry in the parade and those members who have the time and ability participate. Motion passed unanimously.*
  - e. Assistance is needed with CC&R's. Discussion about reenergizing the former CC&R committee. Architectural committee would like to be a part of this. Agenda Item for Nov. Regular Meeting: CC&R committee reinstatement.

#### IX. DISCUSSION ISSUE

1. Communications Committee Recommendations on Newsletter and Website. A round robin approach was used providing each director an opportunity to share their thoughts. Concensus was that the Newspaper style Newsletter should be pursued, the hiring of a designer/communication specialist and staffing/funds available needs more research, additional work to mesh with current Webmaster and budgeting issues regarding IT initiated updates. Concern was raised regarding committee oversight and the numbers presented, moving of Golf to the CRR site and splitting of newsletter from website recommendations. Secretary Day will bring an update newsletter recommendation for presentation to the BOD at the November Regular Meeting.

#### X. **Motion** by Director Nordin/seconded by VPresident Martin to Adjourn.

Respectfully submitted by Gail Day, Secretary