

**FLYING L RANCH PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
January 10, 2017**

MINUTES

(The following minutes are a summary of the business conducted at the meeting.)

- PRESENT** Penny Bateman, Liz Lawlis, Kathleen Segura and Terry Segura
- ALSO PRESENT** Leslie Rector, Donna Witt, Bob & Larue Bashaw, Maggie Ferragamo, Treasurer, and Kathy Antwine, Recording Secretary
- ABSENT** Anthony Ferragamo, Liz Koeninger, and Beverly Zuber
- CALL TO ORDER** The meeting was called to order at 6:02 p.m. by Penny Bateman, Chairperson.
- APPROVAL OF MINUTES** A motion was made by Kathleen Segura and seconded by Terry Segura to approve the minutes of the December 20, 2016 Special Meeting. The motion carried unanimously.
- TREASURER'S REPORT** Maggie Ferragamo, Treasurer, provided copies of the Treasurer's Report. The report included: the Balance Sheet Standard as of January 10, 2017; the Profit & Loss Standard January 1 through 10, 2017; the Check Detail December 13, 2016 through January 10, 2017; the Customer Balance Summary as of January 3, 2017 and the Profit & Loss Budget vs. Actual January through December 2017. The POA has a total of \$89,623.58 in the bank accounts. A total of \$1,454.70 has been collected this year in association dues. The POA has requested a refund of sales taxes paid for items purchased since the non-profit designation was granted. The appropriate forms will be completed and sent to the state for reimbursement. An anti-virus program is needed for the new laptop computer that has been purchased. A motion was made by Liz Lawlis and seconded by Terry Segura to purchase anti-virus software up to \$100 for the new laptop computer. The motion passed unanimously.
- PUBLIC FORUM**
- 1) Leslie Rector addressed the board regarding the covenants on the requirement to mow unimproved lots.
 - 2) Donna Witt asked if the Management Certificate had been filed and if the 1099 forms for 2016 had been ordered. Both items have been done. She also asked if the Budget Actual for 2016 has been completed. It has been done but copies were not provided in the Treasurer's Report.
- COMMITTEE REPORTS**
- STANDING COMMITTEES**
- Architectural Control:** Penny Bateman said the committee has approved a request to install a flag pole to display the U.S. flag and the Coast Guard flag. They also installed a screening fence for their propane tank.

FLRPOA MINUTES

Page 2

January 10, 2017

Nominating: No report

By-Laws: No Report

Covenants: Friendly Reminder letters have been sent to property owners for a trailer and a lot that needed mowing. Both things have been corrected.

Roads: Kathleen Segura said that the POA should repair the cracks in the asphalt roads during February and March. Sealing of the asphalt roads will be done in the summer months. There are some pot holes on the roads and they will be repaired also.

Mowing: Terry Segura said not much mowing is being done since the grass is not growing now. There are a few patches of tall grass that are being mowed.

Trees: No report

Social Activities: Penny Bateman recommended that the POA have a yard sale in the spring as well as the fall.

Web Site: The Web Site Committee will meet with John Goode to discuss maintenance of the site.

Reclamation of/or Filing of Liens: No report

OLD BUSINESS

Debit Card and Pay Pal Account: Penny Bateman said the bank would not issue a debit card for the POA checking account, since two signatures are required for signing checks. She will get information on setting up a Pay Pal account for property owners to pay their dues. A motion was made by Liz Lawlis and seconded by Kathleen Segura to charge a convenience fee of 3.75% for the use of a credit card to pay the dues assessment. The motion passed unanimously.

NEW BUSINESS

Increase Hourly Rate for Rusty Dowda: Terry Segura said the POA currently pays \$10 per hour for mowing and \$15 per hour for other repairs. He would like to pay the same rate for any work done for the POA. A motion was made by Liz Lawlis and seconded by Kathleen Segura to pay \$12.00 per hour for mowing and all other contract work done for the POA. The motion passed unanimously.

Increase Mowing Fee: A motion was made by Liz Lawlis and seconded by Kathleen Segura to charge \$25.00 to mow a lot one time. The motion passed unanimously.

Board Vacancy: Penny Bateman reported that the board has received letters of resignation from Liz Koeninger, Beverly Zuber and Anthony Ferragamo. A motion was made by Kathleen Segura and seconded by Liz Lawlis to accept the resignations of Liz Koeninger, Beverly Zuber and Anthony Ferragamo

Board Vacancy, Cont'd.: The motion passed unanimously. Mrs. Bateman said the board can appoint replacements for the positions. She introduced Bob Bashaw and said he had expressed an interest in volunteering to serve on the board. Donna Witt said she has also volunteered to serve on the board.

Dumpsters: Penny Bateman reported that the PUD will discontinue providing the dumpsters for trash services for the property owners on February 28, 2017. The PUD will send out a letter to inform property owners about the change. A company has agreed to provide at-home trash pick-up once a week for \$20 for one trash receptacle or \$26 for two containers. A variance will be developed to allow property owners to place a 96 gallon trash receptacle on their property.

Corrected Minutes from the September 13, 2016 Meeting: 1) Rick Rector addressed the board regarding his recent request of, ~~among other records,~~ all POA documents pertaining to the culvert and roadwork done in 2001 on Valley Oak Drive **as referenced in the letter he received from the POA attorney.** Rick ~~was upset that~~ **stated that** the board had charged him \$43.00 for labor and copying fees, even though ~~he admitted the POA was following the guidelines prescribed in our Records Production and Copying Policy. He was also angry that he did not receive any records from 2001, which were unavailable because they were too old and had been destroyed in compliance with the POA's Record Retention Policy.~~ Mr. Rector ~~accused the Board of fraud and deceit and demanded~~ **requested** that the Board refund his \$43.00 and produce the records from 2001, ~~he felt the Board was withholding from him. Rick stated that if his demands requests were not met within 72 hours, he would go to the County Attorney with complaints against the Board, and he would file police reports on the two board members that delivered the documents (per his request). Mr. Rector's time expired, and no one else that had signed up for Public Forum was willing to give him their time to continue speaking. The Board took no further action or discussion on this matter, knowing that the POA Secretary and Treasurer had gathered and copied all available requested documents per our Records Production and Copying Policy.~~

Mrs. Bateman stated that the September minutes were being corrected because it was determined that, in its haste, the board had indeed unintentionally copied **all** records pertaining to the culvert and roadwork on Valley Oak since 2001, rather than providing **only** the records from 2001 as requested. For this reason the board had approved, by electronic vote, to refund the full amount charged to the Rector's for copying these records and a check for \$43.00 was given to Leslie Rector. Mrs. Bateman apologized to Mrs. Rector for the misunderstanding and assured her that the requested records from 2001 had apparently been lawfully purged and were no longer available. A motion was made by Terry Segura and seconded by Kathleen Segura to approve the revised version of the September 13, 2016 board meeting minutes.

**EXECUTIVE
SESSION**

The Executive Session was canceled.

ADJOURNMENT

A motion was made by Liz Lawlis and seconded by Kathleen Segura to adjourn the meeting at 7:55 p.m. The motion passed.

Respectfully Submitted:

Kathy Antwine, Recording Secretary