



HIGH LONESOME RANCH ESTATES PROPERTY OWNERS ASSOCIATION

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Board of Directors Meeting. July 22, 2016

- The president called the executive session meeting to order at 5.42. Paul called in via telephone. Members in attendance: Phyllis Cavanaugh, Joel Levin, Margaret Baxter, Paul McCawley, Jessamyn Snider. The board met in executive session to review a possible overpayment of dues by a property owner and voted with 3 votes in the affirmative and 2 abstentions to reimburse the property owner the amount that was overpaid.
- The president called the regular meeting of the board to order at 6.12. Members in attendance: Phyllis Cavanaugh, Joel Levin, Margaret Baxter, Paul McCawley, Jessamyn Snider. Property owners in attendance: Alisa Cook and Dave Kelly.
- Pledge of Allegiance
- Cavanaugh had nothing to report as President's Report.
- Secretary report/Review of minutes:
 - Minutes were reviewed for December 5, 2015. Phyllis provided draft minutes that had been drafted by her after the meeting, but had never went out to property owners and were not included on website because they had not yet been approved by the board. The windmill and trough needed to be repaired because previous repairs done by Morehead were bad repairs. Cook was paid 50 dollars for labor and parts. The Browns did most of the work. The amount that had been approved by the board for these repairs was \$450. **A motion was made to approve the minutes as discussed by Cavanaugh, and seconded by Baxter. Motion to approve passed with 5 votes.**
 - Minutes were reviewed for the June 27th meeting. Snider provided draft minutes. Comments were that a typo on page 2 "bet," needed to be changed to "be." **A motion was made by Levin to approve the minutes, and seconded by Baxter. Motion to approve passed with 5 votes.**
 - Minutes were discussed for the online meeting of April 25th. Snider provided draft minutes. **A motion was made by Cavanaugh to approve the minutes. Baxter seconded. Motion to approve passed with 5 votes.**
 - Snider and Levin briefed the board on the possibility of migrating to Google. Levin stated that the yahoo account balance that is due may be pro-rated in case we do not use the full year subscription. Cavanaugh stated that it is crucial to maintain old emails, and Levin said that they could be exported to gmail and maintained somewhere as a data or text file. Levin stated it will also be possible to migrate the website, though it will take a little bit of work. Snider stated that the contact list was easily exportable. Levin proposed that it is generally easy to do, no cost, easy to login, easy to identify who is sending emails by using an identifier. It was decided that Levin and Snider will begin working on the migration, and no vote was needed since this is an administrative issue.
- Baxter read the Treasurer's Report.

- There was discussion regarding two payments made to a Capital One credit card. Levin stated that the information available on the wave account described the payments as road repairs, improvements, and road signs, but there was no other information available. Levin also stated that it was a direct transfer from the account to a Capital One credit card on May 6th. Baxter offered to call the previous treasurer to see if she could get more information. Discussion about the possibility that these were reimbursements to property owners for road repair materials followed. McCawley stated that this should never happen again, and Cavanaugh agreed. Discussion followed about whether or not this charge might be present in minutes and Cavanaugh stated that it may or may not have been included in minutes. Snider agreed to go back through previous minutes.
- Discussion on the Road budget for 2016 was tabled for the next meeting when Cavanaugh stated that she would have the road committee grading information with her. McCawley requested that the road committee work on a list of priorities for improvements so that roads are serviceable and be submitted to the board, to include rock cages, drainage, sand, etc. Levin offered that a year and a half ago there was a list, and that they were to pick the top 3 repairs or improvements. Cavanaugh clarified that no more repairs can be done right now without approval for the board because the funds that had been rolled over from the previous year have been used. McCawley asked if cages would be considered repairs or improvements. Cavanaugh stated that it had come out of a general fund for road repairs. Paul stated that he would like the Road Committee to have some degree of autonomy to carry out repairs that need to be done, but that a list of prioritized improvements should be presented to the board so that everyone knows what will be done. Cavanaugh agreed, and said that the road committee will call a meeting to come up with a list of priorities and a budget. Paul stated that ideally the road committee should ask for bids and estimates on each project, or at least estimates. Cavanaugh offered that 250 dollars should be sufficient to clear out the 3 washes on High Lonesome each rain. **Cavanaugh motioned to allow the Road Committee to spend up to 250 dollars to repair the washes on High Lonesome if they are unpassable after a storm. Levin seconded. There was discussion between Cavanaugh and McCawley about what constitutes repair versus improvement. Cavanaugh amended the motion to 2000 to be available to the road committee to be available for road repair. McCawley agreed. Levin seconded. Motion passed with 5 approvals.**
- Cavanaugh asked when Connie will be able to send out dues notices. Levin stated that there is a list, and he just needs to give it to her. Snider stated that there is one update to the list, and she will get it to Joel by the end of the week.
- Cavanaugh stated that when she reviewed the bylaws regarding signers on checks, the president and the treasurer must sign checks. So, all members signing checks would be in conflict with the bylaws. President and Treasurer will be signers on checks. No motion was necessary since this is set forth in the bylaws.
- Snider stated that after she reviewed the bylaws, there was nothing in the most recent bylaws to specify whether or not property owners should/can be paid for work done for the HOA. McCawley stated that he doesn't think anyone should be paid after the work was completed, but that it should be agreed upon ahead of time, like a contract. He also said that the board should be willing to pay for materials ahead of time, but not after the fact. Levin offered that in the past, materials purchases have been covered by the board, but that labor has almost never been paid. McCawley suggested that if a member is going to be paid for labor, it should be done ahead of time and in the form of a contract. Cavanaugh asked specifically about money for Road Committee repairs that may include washes on High Lonesome. McCawley offered that it should either be a contract, or an agreement, with a specific dollar amount, and the specific task to be completed, within a specific time frame. Cavanaugh asked if it should be in writing, and McCawley stated at least a documented agreement, and asked if it needed to be approved by the board or by the road committee. Levin offered that McCawley meant to say that payment to members should be agreed upon in advance, and McCawley agreed, that the Road Committee could come up with an agreement in advance because they act on behalf of the board, but that the agreement needs to be in place before the work is completed. No motion was made because this was considered a practical operating procedure.

- Cavanaugh motioned to adjourn the meeting, Baxter seconded, and the motion was approved with 5 votes.