

The Rancho Tehama Association (RTA) Board of Directors Meeting Minutes
December 18, 2007

Vice President Danny Murray called the meeting (adjourned by McGee and Schultz from December 16 due to lack of quorum at 2:05) to order at 9:05 a.m. Quorum Present: Penny McGee, Danny Murray, Karis Pierce (her final meeting) and Sheri Schultz. The Pledge to the Flag was given.

Guests: Member Alta Cowden presented a proposal from The Rancho Tehama Youth Activity Foundation, a non-profit corporation to erect and lease back a 10,000 sq. ft. \$2 million Multi-Purpose Building and Evacuation Center for the use of the community, constructed on a portion of the Rancho Tehama common area lot at Fawn Meadows at \$1/year. The Association will pay the taxes, and the Youth Activity Foundation will raise all funding to build, exclusively manage, and maintain the building. (Proposal attached). **Schultz moved to approve the concept of this project, subject to the Attorney's opinion on its feasibility [motion seconded and passed unanimously (msp)].**

Communications:

Announcements: Representatives from all community organizations and association committees are invited to meet on Tuesday, January 15 at 10:00 a.m. at the Rec Hall to set the year's calendar for use of the common facilities. Call Kathy at office for info at 585-2444.

Open Forum: Mel McNeil would like better use of the space around the office and the Rec Hall for event parking, rather than to borrow distant parking areas from neighboring churches and businesses.

Agenda Changes/Additions: Agenda was changed to 1) postpone all Unfinished Business items except New Payroll Service, and Election Rules.

The minutes of the December 4, 2007 meeting were adopted as read (McGee, [msp]).

Reports of the Officers:

Treasurer: McGee reported \$2,427.12 in the Asset Reserve account, \$76,758.13 in the General Checking account, \$400.00 Petty Cash, \$200.00 Post Office Petty Cash, \$5,614.97 in the Post Office account for a total of \$85,400.22 as of 12/17/07. The Post Office checking account has not been closed out pending an outstanding check to be handled.

Director: Office/Post Office Management. Our new auditor, Phil Foster was in the office already to prepare staff and to start the audit process, and will return in January. Office is preparing for the January 1 dues billing. Office will be closed 12/24 for the holidays. **It was decided that the office will order about 1500 new garbage stickers from an internet vendor.** George Patrick was also thanked for helping with the Annual Notice mailing in November. Development of the Office Procedures Manual continues as a work in progress.

2nd Vice President: Utility staff is concentrating on filling potholes (cold patch) and roadside trash cleanup.

Standing Committee Reports:

Fire and Safety: We are working with Volunteer Station 13 Chief Robert Willeford on several fire and safety matters. A donor has been found to completely fund the purchase by the Volunteer CalFire group of a PulsOx Meter/Blood Pressure Gauge Unit in January for the fire station to use in community emergencies. The locks to the fire station have been changed. The Station still needs volunteers. Jerry Carpenter of OldTimers Fire Volunteers thanked the Association for developing the extra overhead water supplies for their trucks.

Program—Dixie Gatlin reported a very successful Holiday event on December 16, with a turnout of over 200 to see Santa fly in. A proposed 2008 event calendar and a request for an assigned Board Member liaison was submitted (attached).

Covenants—Bill Westin submitted proposed operational guidelines and procedures to the Board (attached). No sample letters are attached because they will be written to fill each need. The committee wants the board to submit the guidelines directly to the attorney without board input. The committee is working with the county on a few complaints submitted to the association earlier in the year. Once the procedures are approved it plans to use the \$16,000 allocated to them for an aggressive cleanup campaign in 2008. Primarily they will be using county rules in going after junk cars and abandoned trailers and rv's. The board will review and try to take speedy action on the procedures in the next few days.

Unfinished Business:

Election Rules: **Schultz moved to postpone adoption to next meeting pending further revision and opinion by Attorney (msp).**

New Payroll Service: **Murray moved to change to Bretney-Sutterfield to handle our Payroll effective 1/1/2008(msp, Pierce nay).**

New Business:

2008 Board Meeting Calendar: McGee moved to meet every 2nd and 4th Tuesday at 9:00 in the Rec Hall except for April 26 at 2 PM instead of April 22, July 26 at 2 PM instead of July 22, and October 18 at 2 PM instead of October 14 (msp)—schedule attached.

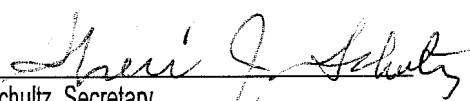
Agent/Broker to Sell Foreclosure Lot: Action will be postponed until all 3 local broker agencies are invited to respond to our need for services to sell our properties.

Mel McNeil acclaimed Karis for her service to RTA the past 2-1/2 years as a Director. There being no further business, the open meeting was adjourned to Executive Session at 11:10 a.m.

In Executive Session at 11:30 a.m. on December 18, 2007 a quorum of McGee, Murray, Pierce, and Schultz was reached. The Board:

- 1) Approved Executive Meeting minutes of 12/4/2007.
- 2) Decided to hold a secret ballot for appointment of new Director on 1/8/07.
- 3) Settled one member dispute.
- 4) Authorized a \$500 purchase order for new replacement communications radio.

Executive Meeting adjourned at 2:15 p.m.



Sheri Schultz, Secretary

Date: 1/13/08

Date Approved: 1/15/08

Date Corrected: _____