

**The Rancho Tehama Association (RTA) Regular Board of Directors Meeting  
Minutes  
Tuesday, November 18, 2008**

**The meeting was called to order at 9:04 a.m.** Quorum: President Sharon Easton, Treasurer Penny McGee, and Secretary Sheri Schultz. Guest: Manager Gary Taylor of Hignell and Independent Inspector Linda Belmonte of John Powell & Associates. Absent: Vice President Danny Murray. The Pledge to the Flag followed.

**Announcements:** President Easton reviewed actions taken in executive session and asked for volunteers to help with the ballot counting. The Community Foundation announced their purchase agreement on the Camelot Realty lot and asked for donations of time and items to their new thrift store that opened November 20, 2008.

**Open Forum:** A new resident reported his grief for his pet dog that was killed by a hit-and-run speeder on Elder Creek and asked for people to slow down. He will see about getting a fence to protect his animals.

**The Agenda was adopted as published. (Schultz—motion seconded and passed).**

**The Saturday, October 18, 2008 Minutes were adopted. (McGee--Motion seconded and passed).**

**The Treasurer Reported** her work with Hignell on the financial transition and the proposed 2009 budget is going well.

**The Airport Manager Report was read and accepted. (attached).**

**At 9:19 a.m., the Meeting was handed to the Independent Inspector,** who verified ballots and announced a quorum, counted the "yes/no" items on the ballot, and then counted the votes for director (3 seats). Assistants were Ethel Norris, Cheryl Oylear, Dan Wallace, Russ Gatlin, Mary Bowron, Bertha Morreira, and Jeri Ward. Barbecue lunch by Hignell was served at 11:30 a.m. during the counts.

**At 2:22 p.m., the Meeting was handed back to the President,** who announced the newly elected directors Sharon Easton, Alan Mills, and William H. Westin. Secretary Schultz received the Independent Inspector report on the ballot results: Recall the Board was NO, Election to carry forward taxable income was YES, Dissolution of association was NO. (attached).

**With unanimous motion no further business was held and the meeting was continued to Thursday, November 20 at 3:00 p.m.**

**Thursday, November 20, 2008**

**The meeting was called to order at 3:02 p.m.** Quorum: President Sharon Easton, Treasurer Penny McGee, Secretary Sheri Schultz, Alan Mills, and Bill Westin. The Pledge to the Flag followed. The President announced that because of last-minute scheduling problems, the meeting will again be continued to Friday at 9:00 a.m. to take up the 2009 budget and add some items to the agenda for the November 25 continuation meeting. A member gave thanks for the new stop sign installed on Hillcrest at Oxyoke Bend.

**Open Forum:** A member was told the board decided to pay again for a new Reserve Study after only 2 years because the 2006 study was not usable any longer. It was needed in order to prepare the 2009 budget and to make proper disclosure of reserves funding to the members.

**Maintenance Planning Committee** chair submitted minutes of the last three meetings to the Board for consideration.

**No further business was held and at 3:12 p.m. the meeting was continued to Friday, November 21 at 9:00 a.m.**

**Directors adjourned to executive session.**

**Friday, November 21, 2008**

**The meeting was called to order at 9:05 a.m.** Quorum: President Sharon Easton, Treasurer Penny McGee, Secretary Sheri Schultz, Alan Mills, and Bill Westin. Guests: Chuck Prehoda and Gary Taylor of Hignell Management. The Pledge to the Flag followed.

**2009 Budget:** After presentation of the proposed budget by Hignell Management and recommendations from the various committee chairs, the Board moved to accept the budget of \$843,780.00 which represents a 15% increase of \$54.80 from \$365.20 to \$420.00 per lot per year (McGee—motion seconded and passed)(attached).

**No further business was held and at 10:28 the meeting was continued to Tuesday, November 25 at 9:00 a.m.**

**Directors adjourned to executive session.**

**Tuesday, November 25, 2008**

**The meeting was called to order at 9:04 a.m.** Quorum: President Sharon Easton, Treasurer Penny McGee, Secretary Sheri Schultz, Alan Mills, and Bill Westin. The Pledge to the Flag followed.

**Announcements:** Community Foundation Thrift Store is a success; it made \$300.00 in the first three days.

**Program Committee:** In the food drive, enough food and money was donated to fill 55 Thanksgiving baskets. Leftover funds will be used for Christmas giving by the church.

**Open Forum:** A member reported mouse droppings all over the community room. A member opined that a new pickup for maintenance is an expense we cannot afford—we should be using the dump truck instead and the pickup is not being utilized properly; new stop signs are nice but there is no planning and they are not installed properly in concrete; there is no need for the association to put a big rush on any job here on the ranch; he has provided a home-made sandbag filler for the benefit of the members; staff needs hands on supervision and instruction; the cold patch supply has been stored improperly and has become worthless. Members put forth suggestions for board goals, such as to make the front of the ranch more welcoming, work on roads and signage, promote relations with the County Board of Supervisors, clean up lots with too many cars.

**The Modified Agenda was adopted as published. (Schultz—motion seconded and passed).**

**Unfinished Business:** A motion was made to provide Workers' Compensation Insurance coverage for association volunteers and directors through Russo Insurance at a \$1,500 per year premium **(Westin—motion seconded and passed unanimously.)**

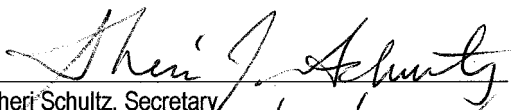
**Other New Business:**

- **New Officers:** The Board elected the following officers. Sharon Easton, President; Alan Mills, Vice President; Penny McGee, Treasurer; Sheri Schultz, Secretary; Bill Westin, Director at Large.
- **Use of Fawn Meadows Shower Facility:** Voted to adopt a policy to allow reservations for use of the facility with a \$20.00 key deposit, refundable upon inspection after use. **(Easton—Motion seconded and passed).**
- **Collections:** Voted to adopt a policy to bill monthly using billing coupons starting January 1, 2009 and to modify the collection policy to read that "monthly assessments are due on the first day of the month". **(Schultz, Motion seconded and passed, Westin nay).**
- **Meeting Schedule:** The Board voted to adopt the schedule for the months until the August Annual Meeting of Members, generally on the first and third Tuesdays with a quarterly Saturday meeting **(attached) (Easton—motion seconded and passed).**
- **Annual Disclosure and Report of Election Cover Letter:** Voted to approve the letter drafted by Hignell Management with changes. **(Easton—Motion Seconded and Passed).**
- **Items postponed until next meeting:** Architectural Committee Guidelines; 2008 Reserve Study; Purchase of Utility Vehicle; Office Win Holiday Hours; Goals and Objectives for the Year.

There being no further business, the open meeting adjourned to Executive Session at 10:20 a.m.

**In executive session the Board:**

- Denied a member request to reverse a late charge.
- Decided to put a red tag on a member who is grading without a green card.
- Approved vacation for 2 employees.

  
Sheri Schultz, Secretary  
Date Approved: 12/16/08

Date: 12/16/08  
Date Corrected: \_\_\_\_\_