



**Oak Ranch Estates Home Owners Association
Board Meeting Executive Session
March 19, 2021**

Board discussed delinquent accounts, including late fees, and RV parking/storage on one lot.

**Oak Ranch Estates Home Owners Association
Board Meeting Minutes
May 21, 2021
APPROVED July 16, 2021**

Attending:

Board members Pat Stone, Kevin Lynn and Kathie Kottler plus two other home owners.

Open Discussion:

See Supplemental Information.

The Board meeting was called to order at 10:05 am at 603 Ridgeline Dr.

1. A motion was made, seconded and passed (MSP) to approve the Board meeting minutes of March 19. These minutes will be posted to the website.
2. Committee Reports. See Supplemental for reports.

General Business (see Supplemental Information for further notes on items below):

1. Common and Corral Area Maintenance Issues. CREW has completed the annual fire protection weed abatement for \$4,708.21, under budget. The Board had previously agreed to pay Corona Tree Service \$1,900 for fallen tree work.
2. Reserve Items. A motion was MSP to purchase two new "No Trespassing" signs for an anticipated cost of \$260. A motion was MSP to pay up to \$300 to Lisa Phelps Irrigation to repair water leak in corral area.
3. Website development. After evaluating the fees various firms would charge to develop a new website, the Board agreed to proceed with hiring Savoy Media Works, a graphics design firm with national experience with HOAs, to create the site and connect with Wix for \$750. In addition to the lower design fee we are also saving money by not paying the professional to upload all of our documents; Pat will do this work. A motion was MSP to hire Savoy Media Works to create our new website for \$750. Kathie abstained from voting as she is the aunt of the owner of SMW. A motion was MSP to pay \$168 per year for Wix hosting.
4. Corral Rules re liability insurance. A motion was MSP to approve the draft revisions of May 21, 2021 and send the document out to all owners for the required 30-day review.
5. Insurances. A motion was MSP to renew liability insurance for \$1,559 and directors and officers insurance for \$932. A motion was MSP to not purchase terrorism insurance, workers compensation insurance or increase fire insurance for landscaping.
6. Reserve Study. A motion was MSP to pay J.D. Brooks \$380 for the annual financial analysis update of our Reserves.
7. Board of Directors Election. A motion was MSP to set Tuesday, November 16, 2021 as the date of the annual meeting and directors election. Nominations will be due in August (forms will be sent out in July.)
8. ASV Issues. None.
9. CC&Rs and Rules Violations. Street-side fencing on one lot is deteriorating; the owner will be contacted. One owner may be doing improper grading affecting oak trees and drainage.

Financial Business (see Supplemental Information for further notes on items below):

1. Bank statements for March and April 2021 were reviewed, approved and signed by Pat and Kevin.
 2. Financial reports for March and April were reviewed and accepted. They will be posted to the website.
- The Board adjourned the meeting at 11:50 am and went into Executive Session to discuss delinquent accounts, including late fees.

Respectfully submitted, Board of Directors

Next Board Meeting scheduled for 10 am on July 16 at 603 Ridgeline Dr.