



**Oak Ranch Estates Home Owners Association
Board Meeting Executive Session**

January 16, 2023 The Board discussed delinquent accounts and the Management Contract.

**Oak Ranch Estates Home Owners Association
Board Meeting Minutes of March 23, 2023
Approved May 17, 2023**

Attending:

Board members Tina Castro, Pat Stone, and Kathie Kottler and two homeowners.

Open Discussion: see Supplemental Information

The Board meeting was called to order at 7:21 pm at 374 Sunset Court.

1. A motion was made, seconded and passed (MSP) to approve the Board meeting minutes of January 16, 2023. The minutes and associated supplemental information will be posted on 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. On December 15, 2022 six CREW members removed overgrowth in the barranca down from Sunset Street (south side) in order to make the area safer, and will return to add boulders to re-align the creek bed. Invoice for December work was \$2,319.36 and was approved on January 16, 2023. MSP to approve January expenses of \$800 to Corona Tree Service.
2. Reserve Items. No action was taken.
3. Update to CC&Rs and Bylaws Review by the selected Attorney and to Operating Rules and Regulations by Board Members. Robert Long has begun working on creating a new CC&Rs document. Cost for this is anticipated to be \$4-5,000. The Board prepared and approved a draft Operating Rules and Regulations document that, at the suggestion from Mr. Long, pulled out some rules from the previous CC&Rs; this draft was sent on March 6 to Mr. Long for his review. MSP to approve two invoices from attorney Robert Long: \$1,246 for January work and \$615 for February work.
4. CPA Report Preparation: If available, review report and sign accompanying cover letter. Report was unavailable. No action taken.
5. CCAS Issues. Discuss management responses to recent submissions. Management has made our financial report preparation a priority. MSP to approve CCAS invoices for additional services in January (\$12.18) and in February (\$27.51).
6. CC&Rs and Rules Violations. Homeowner received a letter in late January addressing several items. Dirt/rock removal will take place soon as weather permits. No action taken.

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

1. Treasurer's Report. Kathie presented details of accounting that she has been able to do as we have not received monthly reports from Concord since they began management services on September 1, 2022.
2. Bank statements for January and February, 2023. MSP to approve the January and February Bank Statements.
3. Financial report for September, 2022. No report available. No action taken.

The Board adjourned the meeting at 8:45 pm and went into Executive Session to discuss delinquent accounts and the Management Contract.

Respectfully submitted, Board of Directors

Date of the next Board Meeting is Wednesday, May 17, 2023 at 7 pm. Notice will be posted on the OREHOA website on the ANNOUNCEMENTS page.