



**Oak Ranch Estates Home Owners Association
Board Meeting Minutes
November 14, 2023
APPROVED January 19, 2024**

Attending:

Board members Kathie Kottler, Pat Stone, and C Howard (via phone)

The Board meeting was called to order at 7:33pm at 374 Sunset Court

1. Election Results: C Howard, Kathie Kottler and Pat Stone were elected by acclamation as they were the only three nominees for the three Board positions.
2. Selection of Officers: C Howard will serve as President, Pat as VP/Secretary and Kathie as Treasurer.
3. Bank Cards: The officers present signed the bank signature form and Kathie will obtain the additional signature this week and send the form to Concord.
4. Committee Members:
 - Architectural: Pamm Duarte, Chair; Mike Ogden, Carol Tennant
 - Common Area: Kathie Kottler, Chair; Kevin Lynn, Pat Stone
 - Corral Area: Carol Tenant, Chair
 - Website: Pat Stone, Chair
 - Firewise Community: Jessica and Paul Oemisch, Co-chairsAn additional homeowner will be asked if she would like to be on the Corral Committee.
5. Board Goals for 2023: We all would like to solicit more volunteer home owner involvement especially regarding Association items. Currently a few owners help out with things like minor plumbing or electrical repairs, arena dragging, arena water system maintenance, some corral area and trail weed control and some trail clearing and reconstruction. The volunteers could be contacted when a need arises. We will continue discussion on the best way to establish interest in this concept as well as a neighbor helping neighbor idea. Pat would like to see the management company provide a higher level of contracted service to lessen the need for follow-up. She will also work with C Howard to have her assist in some of the secretarial duties. Kathie would like keep our expenses down; having as many homeowners receive information via email rather than by US Mail will help in this effort as would more volunteer work in the common area. We also are interested in establishing our community as a Firewise Community and C Howard expressed interest in assisting the co-chairs with presenting the information to homeowners.
6. No meeting is scheduled for December.
7. The next meeting will be on Friday, January 19, 2024.

The Board adjourned the meeting at 8:49 pm.

Respectfully submitted,
Board of Directors

Next Board Meeting scheduled for January 19, 2024 at 11:15 am at 603 Ridgeline Drive.