

RRPOA BOARD MEETING
Draft Minutes
9 am, Saturday May 24 , 2008
Rocky Ridge Clubhouse

Called to order 9 am

Attending:

Directors present: Marsh Shambarger (President), John Bertone (Treasurer), Phil Fisher (Secretary), Bill Trevor, Dan Bosshart, Ted Jones.

Directors absent: Julie Rollofson , Bill Trevor

Note: 5 Directors present constitutes a quorum

Officers present: Bill “Yates” Bauder (VP and Project Manager),

Officers absent: Gene Campbell (Asst Treasurer)

Others present: Ray O’Neal, Marie Phipps

1. Minutes of April 7, 2008 meeting approved unanimously
2. President’s report—Marsh received an email from Julie Rollofson dated May 22, 2008 that she will be absent for this meeting and will not be running for re-election. Marsh agreed to call her and confirm that this was a resignation letter effective the date of the email.
3. Treasurer’s report— Timing issues show us slightly over on expenses ytd, and we expect a small fee increase from security company due to gasoline costs. Motion to approve \$10,000 transfer from Real Property fund to Operating fund was approved unanimously.
4. Project Manager’s report
 - Bears/dumpsters- no bear activity at all
 - Peaked roof entry design for the 24 units with flat roof entries-Project Manager presented the architectural rendering (reduced print attached) of the proposed peak roofs that the Board requested. The estimated costs of replacing a damaged flat roof entry with an identical replacement flat roof is \$ 2183, while the new peaked roof design is \$2017 (estimates attached). The Project Manager believes at least 4 current flat roofs are leaking into structural members and should be replaced before the winter. The remainder will probably need replacement within a few years. The current flat roof design is prone to leakage, and therefore a potentially higher maintenance cost if they are replaced in kind. The Project Manager believes that if we approve the peaked roofs, all 24 units can be completed within 3 years or so using our labor and without contractors. The Board unanimously approved the peak roof entry design for the 24 flat roof units as presented and per the estimated costs with funds from the capital reserve budget.
 - The Board unanimously approved an increase of \$3,927 in 2008 Cap Reserve expenditures to cover replacement plywood and better insulation for the rental building roof.
 - New lighted buoys, marking edge of buoy field have been installed.
 - All 41 buoys have been assigned to owners per their applications without having to resort to an allocation process per the Rules.

- Annual fireplace inspection completed with only minor items identified. Project Manager believes the current contractor's better competence and diligence has resulted in major issues being addressed in prior years such that we only see minor items now. Project Manager also pointed out that the fireplaces are more decorative than heat producing and can be easily damaged if one throws in large pieces of wood.
- As a cost saving measure for operation of pools and spas outside the summer season, the Board unanimously approved closing the spa at the upper pool from April 15 to just before Memorial Day, and from October 15 to November 30 each year; and to keep the upper pool open only during Christmas and New Years holiday.
- Other- see attached list

6 Old Business

- Burton Creek State Park Defensible space— Work remaining this year is along the western boundary from units 49-52 to units 103-104 where there will be both underbrush and marked trees removed. We also expect they will remove some of the standing trees that were burned when they burned the slash piles.
- Discipline process update from Dan Bosshart on call to unit 37 owner- Dan reported that he spoke to the owners of unit 37 about their son's behavior and attitude re his dog off leash and in the pool area. The owners understood the concern and will deal with it. The owners report that the son is no longer living at the unit, but is still in the Tahoe City area.
- Defensible Space on our property--Language revisions for Nevada Fire Safe Council (NFSC) to have contracted crews from North Tahoe Fire Prevention District (NTFPD) enter our property and do defensible space work were incorporated and agreement was signed (thanks to Dan Bosshart). Work will start shortly.

7 New Business

- Common Area ownership—Some owner's deeds show a fractional interest in the common area around the units built in their respective construction phase. This is in apparent conflict with our CCR's that show all Common Areas owned by the Association. The Project Manager brought records from 1993 where the Board under the direction of Bill Doolittle, had owners sign quitclaim deeds to the Association for their fractional interest, which apparently means the part of any current owners deeds showing Common Area fractional interest are invalid. Dan agreed to review the quitclaim records and any applicable state law, and to identify if any units have not signed the quitclaim.
- Election: Directors whose terms are expiring are Trevor, Shambarger and Rollofson. Trevor and Shambarger have indicated they will run again, Rollofson will not. See attached for schedule.

8 Next meeting noon 9 am Saturday, August 30, 2008 RR Clubhouse; Annual owners meeting at 11 am and election to follow.

Meeting adjourned 10:30 am

Respectfully submitted

Phil Fisher, Board Secretary

RRPOA 2008 Election schedule

Election closes at noon Saturday, August 30, 2008, the date of the annual meeting

- 1. Self Nomination Notice** is due out before June 21 (70 days prior to Election) , Association notices members (by Newsletter) how to self nominate and will include which of the Directors whose terms are expiring are running again. If not all are running again, the Board may choose to form a nomination committee to seek people to self nominate.
- 2. Self Nominations from members** are due back by July 16 (45 days prior to Election)
- 3. Election package due to Members** by US mail by July 26 (35 days prior to Election) which will include the date that the ballots will be counted, probably Tuesday, Sept 2 at 4 pm in Yate's office. Recall there will not be a proxy to appoint someone else to vote for the member.
- 4. Ballots due from members to Inspector of Elections** (Yates) before noon on Saturday August 30, 2008. This is again a double envelope secret ballot process. Yates checks each outer envelope for signature, assures only one ballot per unit, can ask a member to sign it if signature was omitted, but cannot open the envelope.
- 5. Ballot count** by Yates as Inspector of Elections on date specified in Election package
- 6. Election Results** reported to Board immediately via email (names only, not the count), and then reported to members via a Newsletter which will include the draft minutes of the annual meeting
Directors Meeting Notes 5-24-08

Project Managers report for May 24 Board meeting

Projects Complete

1. Beach Bathrooms Remodel (tile floor, new counters, fixtures, etc)
2. Roofing Units 117, 119, & 120 cost \$22,510 on budget
3. Roofing Units 9, 10, 11, & 12 additional plywood brought cost up to \$40,050.
There was additional work done by us to get rid of ants unit #10 and rebuilding chimney chases
4. Rental Office Roof \$10,600 for Quality Roofing plus \$3818 for us to insulate and put plywood on the roof total \$14,418
5. Sealing cost \$12677 so far. Conner residence needs sealing for \$1250. New total \$13,927 vs. budget \$10,000 = \$3927 increase in Cap Reserve budget that needs to be approved by Board
6. Spring Clean-up, Sprinklers, Tennis Courts, Playground, Upper Pool, Beach.
7. Chimney and Fireplace Inspections and Cleaning

Projects Ongoing

1. Painting
2. Lower Pool Bathroom & Sauna remodel
3. Defensible Space (both State Park and NTFPD)
4. Landscaping
5. Building Repairs

Flat Roof Cost List

1. 8ea. 6x6-10 DF 1&BTR	\$328.32
2. 1ea. 5-1/8 X12 – 16 Glulam	\$191.04
Subtotal - \$519.36	
3. 4ea. 4x6-12 DF #2/btr	\$72.96
4. 2ea. 2x6-8 DF #2/btr	\$7.58
5. 2 ea. 2x10-14 DF #2/btr	\$23.43
6. 1 ea. 2x12-16 Cedar WR S1S	\$111.62
7. 1ea. 2x12-10 Cedar WR s1s	\$69.76
8. 2ea. 4x8-3/4 CDX Plywood	\$60.00
9. 2 ea. 4x8-5/8 Fir Plain Premium	\$ 93.82
10. Misc. fasteners and flashing	\$100.00
Subtotal \$538.81	
Total \$1112.56 w/tax &discount	

Labor 24 Man Hours @\$30.00	\$720.00
Quality Roofing Bid	\$350.00

Grand Total \$2182.56

Pitched Roof Cost List

1. 8 ea. 6x6-10 DF 1&BTR	\$328.32
2. 1 ea. 5-1/8 x 12-16 glulam	\$191.04
Subtotal - \$519.36	
3. 5ea. 4x6-14 DF #2 btr	\$106.40
4. 3 ea. 4x8- 3/4 CDX plywood	\$90.00
5. 2ea. 6x8-8 DF #1/btr	\$89.28
6. 2ea. 2x8-16 RL Cedar WR S1S2	\$119.70
7. 3ea 4x8-5/8 Fir Plain Premium	\$140.73
8. 3ea. Elk Prestique 50 yr comp shingles	\$69.00
9. Misc. fasteners and flashing	\$ 100.00
Subtotal \$715.11	
Total \$1297.48 w/ tax & discount	
Labor 24 Man Hours @ \$30.00	\$720
Grand Total \$2017.48	



Rocky Ridge Peaked Roof Entry Design
May 2008