



**RAINTREE PLANTATION PROPERTY OWNERS ASSOCIATION, INC.**

Board of Directors Meeting Minutes

October 17, 2016

**Opening** –Board Meeting called to order at 7:00 p.m. with the Pledge of Allegiance. Jim announced a Quorum.

**Approval of Agenda** – Dennis made a **motion** to accept the Agenda, seconded by Toni, **motion passed unanimously**.

**Welcome New Board Members** –Cherie Buijk, Toni Burst, John Drouant, Deb Enderson, Jim McClung

**Announcement of Board Members' positions (Chairs & Co-Chairs)**

James McClung – President, Administration & Legal, Maintenance

Dennis Schwantner – Vice President, Roads, Co-Chair of Administration, Legal, Maintenance, Finance, Architectural

Jerry Radake – Treasurer, Finance, Co-Chair of Roads

Lori Bundstein – Secretary, Co-Chair of Lakes & Beach, Communications

Cherie Buijk – Rules

Toni Burst – Architectural

John Drouant – Security

Deb Enderson – Communications, Co-Chair of Rules

Doug Wells – Lakes & Beach

Jim made a **motion** to accept the Committee Chair & Co-Chairs, seconded by Lori, **motion passed unanimously**.

**Approval of Minutes** – Toni made a **motion** to accept the minutes of the September 18, 2016 open meeting, seconded by Lori. **Motion passed**.

**Approval of Closed Minutes (September 19, 2016)** - Jim made a **motion** to accept the closed minutes of the September 19, 2016 open meeting, seconded by Lori. Discussion amongst board about minutes – will amend if necessary and revisit this motion again next meeting, Nov. 21<sup>st</sup>.

**Approval of Closed Minutes (September 27, 2016)** - Jim made a **motion** to accept the closed minutes of the September 27, 2016 open meeting, seconded by Deb. **Motion passed**.

**Treasurer's Report** – Jerry reported:

Total Income	\$ 779,056.01
Total Expenses	\$ 419,704.97
Net Income	\$ 359,351.04

Jim made a **motion** to accept the Treasurer's Report, seconded by Deb. **Motion passed unanimously**.

**Correspondence Report** – Lori reported we received 2(two) correspondence; one from a resident that purchased a piece of property at the tax sale, and one from a resident to Ken Waller, that had noticed trash on a lot owned by Jefferson County. 4 (four) letters sent out regarding collections/legal. Letters were also sent to those living around Summer & Winter Lake to update on status of the spillway repairs.

**Standing Committee Reports**

- **Administration:** Jim reported the office is working with collections and the complaint calls from unhappy debtors. The office has implemented the “winter hours”, 11:00 – 3:00 Tuesday-Friday, 9:00 – Noon on Saturday, and Closed Sunday and Monday. The office is working with the new board members making sure they have all the information they need. New project board in the office to help identify any new projects. Please communicate with the office any new projects needing attention.
- **Legal:** Jim gave short summary of document received from Mr. Tucker regarding the Country Club Proposal received. Jim said board has agreed not to sign the contract with Mr. Tucker as presented.

- **Maintenance:** Salt Dog spreader needed –Tom is looking at an SHPE2500 - \$5699.00 + \$167.00 installation; Jim made a **motion** to approve the purchase of the Salt Dog spreader, seconded by John. **Motion passed unanimously.**
- **Architectural Control** – Toni reported the last meeting was 10/6/2016, approved plans for 2 houses. One house has an irregular shoreline – home cannot be moved due to existing utilities on the lot. Toni made a **motion** to approve a variance for home to be constructed, seconded by Jim. **Motion passed unanimously.**
- **Communications** – Deb has been making posts on Facebook – asked that those who see them will “share” so that it can reach more people.
- **Finance** – Jerry reported assessments collected by collection agency July – October, 2015 = \$27,334.25 – and assessments collected July – October, 2016 = \$15,380.00 (difference of: \$11,954.25). Voting statistics: 1771 property/homeowners eligible to vote – 1,468 did not vote – 303 voted.
- **Lakes and Beach** –Doug reported the bid from McGruder – a continuation from request for bids for the repairs – we did get the dam repaired – this bid is to finish the spillway repairs to the 2 (two) small lakes. Doug made a **motion** to accept this bid, seconded by Jim – discussion about time frame. **Motion approved unanimously.**
- **Maintenance** – Jim reported maintenance has been prepping the snow removal equipment. The new salt spreader will be a good addition. Removed the overgrown shrubs and completed the side wall at the back of the POA. Tree out front of POA removed because it was full of carpenter ants. Grass cutting is being finished. Trimmed trees, constantly repairing the gates. We do have cameras and we have been reasonably successful in recovering fees for damage/repairs to the gates. Maintaining the low water level on the 6 acre lake. Maintenance guys are doing a real good job on maintaining our vehicles so we don’t have to go out and pay someone else.
- **Roads** – Dennis reported a meeting with West Paving work begins next week (10/24/2016) will take 3 weeks to complete on the 24 sites that are currently scheduled. West Paving has been asked to bid on an additional 5 locations. We are waiting on the bid. Dennis made a **motion** to spend \$55,528.33 to complete Phase I & Phase II of the road repairs, and also the \$129,000.00 received from the EPA will go to the road repairs too, Seconded by Jim. **Motion passed unanimously.** Dennis has prepared a request to the EPA asking for \$45,333.13 additional funding. This will be dedicated to the 5 more locations that we reported to the EPA over a year ago. This request will be sent to the EPA the day that West Paving begins work.
- **Rules** – Cherie has spent time in the office familiarizing herself with how the process of the rules/violations are kept. Changes have been discussed. Elimination of a name/phone number on reported rule violations so as to not create a safety hazard to anyone has been brought up. There are some “open” rules violations in the book right now. Cherie would like to use the meeting room every first Monday of every month for the Rules Committee. We are looking for anyone who would want to volunteer. We will open up the rules book clean up some duplication, English and make it more reader friendly.
- **Security** – John reported about beach cameras – last quote/contract was 2012 – will need to get an updated contract. 2 wireless cameras at the dam –could shoot at the water tower – will need to have some powerful wifi cameras to cut through the rain, fog, etc. Stickers on windshields, problems with removing from one vehicle to another – new sticker systems – maybe renewable every 2 or 3 years – tamperproof like license stickers. Patrol, last year we spent over \$44,000.00 on police and security patrol. Will schedule a meeting and work more closely with Jefferson County Sheriff Dept.
- **New Business** – None.
- **Old Business** – ATV/UTV/Golf Carts. Insurance issued as golf carts? –revoke sticker? Table issue – turn it over to rules and revisit again next month.

**Adjournment** – Jim moved to adjourn, John seconded. **Motion passed.**

**Open Forum** – The following issues were discussed:

- Waterford Dr - Speedbump. Maintenance great job.
- Community as a whole.
- Sheriff sign – Rules signs shot up
- Country Club Proposal
- Treebrook – eyesore.