



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

### **Board of Directors Meeting Minutes**

#### **Annual Meeting**

October 16, 2017

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

**Present Board Members** – Jim McClung, Denny Schwantner, Jerry Radake, John Drouant, Cherie Buijk, Melissa Rebmann, Dennis Stein, and Deb Enderson.

**Board Members Absent** – n/a

**Approval of Agenda** – Denny made a **Motion** to approve the agenda, seconded by John, **motion carried**.

**Approval of Minutes** – Melissa made a **Motion** to accept the open minutes of the September 17, 2017 meeting, seconded by John with two corrections in the Roads report, **Motion carried**. Cherie abstained, having been absent.

**Introduction of Candidates for the Board** – Lori Bundstein was the only Property Owner who had submitted a resume for the open position on the Board. She was unanimously approved for a one-year term and joined the Board for the remainder of the meeting.

**Treasurer's Report** – Jerry reported on the Balance Sheet and the Profit & Loss Statement calling out the negative net income of \$20,418.38 for the month of September. Total net assets as of September 30<sup>th</sup> were \$1,716,084.87, calculated on an accrual basis. Jerry also pointed out that the failure of the proposed Amendment to formalize penalties for delinquent payments sent to Collection has cost the paying Property Owners approximately one-third of all funds recovered by Collection. Without the formality of specific collection costs in the Covenants, the Collection Agency will not pursue any costs of Collection from delinquent Property Owners.

**Monthly Bills Report** – Jerry mentioned check # 9710 to Bridgewater Wealth Management for \$4,275.00 was the final payment for 2017 audit work. Check # 9730, TDD, Attorneys at Law for \$1,000 was for an attorney to oversee the counting of ballots in the Annual Election, a custom identified for future evaluation. Jerry also pointed out several checks for the purchase of materials for the Beautification Committee. John made a **Motion** to approve the monthly bills report, seconded by Jim, **Motion passed unanimously**.

**Correspondence Report** – Deb reported we have received 12 items of correspondence including one resume for the Board position, four items regarding Collections, two thank you notes, various Rules correspondence, and one anonymous note. Eight items were sent including a request to the EPA for road repair funding, several related to changing Board check and tax form signers, and three construction bond refunds. In addition, there were three items of general correspondence.

#### **Standing Committee Reports**

- **Administration/Legal:** Jim summarized recent accomplishments of the office team including wrap of the Annual Meeting outcomes, preparation of past due balances for Collections, preparation of materials for new Board members, and initiation of an Annual Meeting procedure manual, and work with various Board members
- **Architectural Control** – Melissa reported that the ACC has approved a house on Jerry's Point and a sea wall. She made a **motion** to modify the road cut instructions from use of concrete to use of asphalt to improve long term quality of the road cuts. Denny seconded, and the **motion passed unanimously**.
- **Communications** – Deb reported creation of an email account for use in communicating with Property Owners. The new address is [RaintreePOABoard@gmail.com](mailto:RaintreePOABoard@gmail.com). Members are asked to add this address as a contact and to submit their email address for this purpose.
- **Finance** – Jerry reported that Mr. Bridgewater had suggested a change to our capitalization policy for items costing between \$1,000 and \$2,500. Jerry made a **motion** to increase the level for expensing purchases from \$1,000 to \$2,500. Items costing more than \$2,500 would continue to be capitalized (depreciated.) The **motion passed unanimously**. Jerry also mentioned that failure of the proposal to limit check signers to board members leaves the Treasurer with the option to have even family members set up as POA check signers.

- **Lakes and Beach** –Dennis reported that the Lakes & Beaches Committee would meet on October 18 at 7 pm. He informed the Board that work would begin in early November on the first 100-foot section of Rip Rap on the Autumn Lake dam, per the December 2016 DNR Inspection Report.
- **Maintenance** –Jim reported the need to replace one of the three salt spreaders used to maintain roads during winter weather. Two bids were received. Jim made a **motion** to approve purchase of the Cost Cutter salt spreader recommended by the maintenance crew for \$5,927.49. Cherie seconded, and the **motion passed unanimously**. Jim also reported that new tires are needed for the 2005 F350 truck. Several quotes had been obtained. Jim made a **motion** that the tires be purchased from Plaza Tire for \$893.83. Denny seconded, and the **motion passed unanimously**.
- **Roads** –Denny reported he met with the EPA on October 4 requesting approval of another \$367,000 for road repairs and had received verbal approval. He also reported a meeting is scheduled this week with a manager from ADB, who also caused damage to Raintree roads. West Paving will soon begin additional road work, and more specific information will be shared when available. The costs of road and culvert work needed exceed the funds available, and not all work will be completed with this year’s budget.
- **Rules** –Cherie reported that many complaints have been received regarding unlicensed vehicles parked in Raintree and also commercial vehicles parked on Raintree roads overnight. She made a **motion** that vehicles with expired plates will be towed upon receipt of a complaint. Jim seconded, and **the motion passed unanimously**. She also discussed a motion for towing commercial vehicles parked overnight on Raintree roads, and agreed to refine the motion with more specifics for presentation at an upcoming Board meeting.
- **Security** –John reported that adding winter security patrol and implementation of a neighbourhood watch are being investigated but opportunities are restricted by the budget.

**New Business** – None.

**Old Business** – None.

**Adjournment** – Cherie made the **Motion** to adjourn. John seconded, and the **motion passed**.

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

- Procedure and responses for the complaints process
- DNR specifications around the Rip Rap process
- Wording of the commercial vehicles rules restrictions
- Need for increased assessments
- Need for communication for roadcuts
- Aesthetics of multiple signs at gates
- Real estate signs on unimproved lots
- Golf carts driven by unlicensed drivers
- Golf cart stickers
- Sign posted on country club property

Minutes submitted by: Deb Enderson, Board Secretary