

Highland Ranches Property Owners Association

P.O. Box 1039, Virginia City, Nevada 89440

Board of Trustees Meeting Minutes

June 26, 2007

Steve Dragovich - President
Bill Bridge - Vice-President
Angie Morran - Secretary
Mark Green - Architectural Committee

1. Meeting **called to order** at 6:30 PM. Association members present from sign in sheet: Three Officers (B. Bridge absent due to Tahoe fire), Shelley Hansen, Craig Chanslor, Howard DePew, Lydia Hammack, and Katie Pace from Congressman Heller's office (invited guest).
2. Motion to amend the **agenda** allowing Katie Pace to speak as item 4a by Angie, second by Mark and passed.
3. Motion to approve May **minutes** and June **Annual Meeting minutes** by Mark, second by Steve and passed.

4. **COMMENTS**

none

4a. Katie Pace gave an update on what is being looked at in response to complaints from property owners both in the 10's and 1's regarding mail delivery problems. She gave us some e-mail addresses to send reports to. She asked that we post these addresses on our web site. She suggested that using zip + 4 might alleviate some problems. The postmaster at Steamboat has been contacted. A meeting was held at the Virginia City Station to look into storage. There are several possibilities that are being looked at. Giving us the Storey County zip is one. Another is giving us our own zip. Private delivery services should update their software to better serve us. The tax situation is also being looked at.

5A. **COMMITTEE REPORTS**

Roads

Mid summer grading is needed. Bob can work a two or three day week. Bill would like a road committee meeting. The committee agreed to meet at 7 PM on July 3 at Bill's house. Angie moved and Bill made a second to accept the report. Passed.

5B. **Architectural**

Lot 116 has had a garage approved. All plans submitted have been stamped and returned. Howard Depew went and looked at the blue door that was complained about. He could find nothing about it that was against the CC&R's so the matter was dismissed. Angie moved and Steve seconded a motion to approve the report. Passed. Mark submitted an information sheet on rules for submitting plans. Angie moved and Steve seconded a proposal to post it to our web site. Passed.

5C. Since Bill could not attend, the Board asked that the **culvert handout** be put on the July agenda.

5D. **Other**
none

6. **TREASURER'S REPORT**

Angie in the absence of any Treasurer or bookkeeper reported that she has obtained mailbox keys. There were 3 pieces of mail: 2 bills and one check to be deposited. She reported that we still have no Association records. The first time Bill went to pick the records up, Maggie offered to do the bookkeeping at a rate of \$50.00 per hour. Bill decided to leave the records with Maggie until the Board could decide. Since then the offer was rescinded. Bill was to pick the boxes up tonight but the fire prevented him from getting here. Maggie has refused to give us our data electronically. It was stressed to her that we are not asking for her software program but just our data on CD or portable media which we would provide so that we can load it on to software that we would purchase. It was pointed out to her that it would cost the Association anywhere from \$500.00 to \$1000.00 to reenter all the data and start up fresh. She claims that it is hers and does not have to turn it over. Mark moved and Steve gave a second to a motion to turn the matter over to an attorney. Passed.

7. **PRESIDENT'S REPORT**

7A. Steve reported that he is waiting until the 1's have their annual meeting and elections to finalize the **road closure** issue.

7B. We believe that a check has been sent to a **Reserve Study** company even though it was to be on this agenda for a final decision. Angie has made several calls to the company and was promised a call back. She did not receive one. Nothing further can be done until the Association records can be looked at.

7C. No new nomination forms have been received. At this point we have two forms. As decided at the Annual Meeting if less than 5 nominations were received, those people would be appointed to the Board and save the Association the cost of a mailing for a **Special Election**.

7D. Angie moved and Steve seconded a motion to ask Howard Depew and Craig Chanslor to join the Board. Motion passed and both accepted. Steve asked if Angie and Bill would remain on the Board. Bill agreed and Angie agreed but to only fill out the one year term that was open.

7E. The **Board** decided that Craig Chanslor would act as President, Bill Bridge would be Vice-President and chair the meetings that Craig would miss. Steve would be Vice-President in charge of Roads, Howard would be Vice-President in charge of Architectural, and Angie would be Secretary/Treasurer. Angie asked that she not be responsible for trucking and equipment invoices. It was agreed that Steve or a road manager would check and approve that sort of invoice before giving them to Angie. Howard asked Mark to be on the Architectural committee and Mark said he would.

7F. The **Association records** were discussed under Treasurer's Report.

7G. Lydia Hammack told the Board that she would be willing to do the **bookkeeping** for a rate of \$20.00 an hour if it was already set up on a computerized system and if it required no more than an average of four hours work a week. Angie read a description of the responsibilities of the bookkeeper. (attached to file copy) Lydia presented the Board with her resume. Craig moved and Steve gave a second to accept Lydia's offer. Passed.

7H. At the Annual meeting a property owner asked that the Board consider writing a letter asking the County Commissioners to install a **stop sign** at the corner of Lousetown and Cartwright. Craig felt it was not a good idea as did Steve. No one made a motion to request a stop sign so the matter did not proceed.

8. **Board Member Updates**

Steve mentioned that several people have asked him how the Association could be disbanded. He has also heard complaints about the CCR's. Craig thought the Board should make this an agenda item for a future meeting.

9. **Correspondence**

none received.

10. **Next meeting**

July 31, 2007

11. **Adjournment**

Craig moved and Steve seconded to adjourn at 8:10.