

DOUGLASS RANCH PROPERTY OWNERS ASSOCIATION

Minutes from the Regular Meeting of the Board of Directors

November 01, 2024

Call to Order: Meeting was called to order at 03:40 p.m. by Wade Hiers, DRPOA President

Location: Hybrid

Attendance

Board Members Present:

Wade Hiers	President	(512) 986-8351	drpoa.president21@gmail.com
Paul Swenson	Vice President	(612) 247-5646	drpoa.vicepresident@gmail.com
Dan McAtee	Treasurer	(504) 417-2984	drpoa.treasurer2020@gmail.com
Jane Spooner	Secretary	(303) 838-756	drpoa.secretary2020@gmail.com
Matt Adrian	Member at Large	(302) 419-2924	matt.adrian@me.com

Board Members Absent:

Others Present:

Association Members Present:

Mike and Cathy Rheinberger	Randy and Tricia Jensen
Barb Pleva	Sean Jackson
Aaron Reilly	Andréa Swenson
Bill Martindale	

I. Approval of the Agenda

- Moved Treasurer’s report to first item since Dan McAtee was short on time.
- Dan has the only key to DRPOA mailbox.
- Motion to approve agenda by Paul Swenson, seconded by Matt Adrian

i. Additions to the Agenda – None.

II. Approval of Minutes –

- Moved to skip reading last meeting’s minutes since they will be discussed later in this meeting.

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III. Reports from Officers and Standing Committees

- **Treasurer's Report | Dan McAtee** - there is nothing to report at this time. A working budget is in progress.

- **Roads & Grounds | Paul Swenson**

Snow plowing contract with Wyatt. - Paul talked with Veris. The previous Board agreed on what level of service they wanted. There is no contract yet. Paul Swenson will follow up after this meeting and over the weekend and make contacts a little more focused.

- **President | Wade Hiers**

Wade notified all in attendance that the meeting is being recorded and transcribed by the computer software. Anyone objecting may disconnect or just not say anything.

- **Secretary | Jane Spooner**

Jane's question for Wade question for Dan: Does he have a current list of anyone who owes money for the special assessment. This is needed for realtors and the title company. Discussion followed as to whose responsibility it is to give that information to the title company – the prospective buyer or the subdivision. The discussion will be continued between Wade and Dan at a later date.

*Additional discussion between Dan and Wade about when a completed budget is needed in order to ratify it.

- **Design Review Committee | Matt Adrian**

Matt Adrian reported for the Design Review Committee that construction has begun on the garage on the Graver's lot.

- No other committee representatives attended the meeting.

IV. Unfinished Business –

- **Wade noted that no Board member had received handovers of unfinished business** that needed to be taken care of. Paul replied there were a couple of things, but no commitments had been made. One was the company A Sanchez. Discussion followed about the Roads and Grounds Committee did do some rollover via computer. It was mentioned A Sanchez was recommended to some type of work in Douglass Ranch, but it was uncertain whether there was a schedule agreed to. It was agreed that the Board needed more information about A Sanchez including the number of projects discussed with them, and whether or not work quotes had been submitted.

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- **Discussion then turned to whether the mailbox placement** for residents on May Long Court had been settled and whether the prospective residents of Lot 41 on May Long Court had been notified. Mailboxes, according to the Pine Post Office, are to be moved to the road right of way in front of Richard and Carol Merrick's house on Lot 39. Paul Swenson will handle that as Roads and Grounds Chair.

V. New Business –

- **Terms of office** for the 5 recently elected Douglass Ranch POA Board Members. A very lengthy discussion followed with views on length of office as done in the past, a change in the Bylaws in 1995 noted Directors should be elected or appointed at the annual meeting, with 2 directors being elected in odd numbered calendar years and 3 Directors being elected in even numbered calendar years, and how various Boards of Directors had addressed the situation, and a suggestion to draw straws to determine which Directors served 2 year terms and which served 3 year terms. A motion to go to three and two year terms for the five Board members based on drawing straws was passed on a mixed vote.
- **The next new business was the purchase of two laptops with DRPOA funds to be used by the Board Secretary and Treasurer.** Discussion centered how the laptops would be used and, on the capacity, software and security for each laptop. The Board voted to purchase the two laptops at Costco for a price of approximately \$600. It was later decided to purchase just one laptop for the Secretary this year, and to purchase an additional laptop for the Treasurer next year.
- **Committees and Membership.**
 - i. Tricia Jensen volunteered to be **Chair of the Firewise Committee** with Jane Spooner as Board representative.
 - ii. **Pond Committee.** Discussion then moved to a Pond Committee. It was moved that there would not be a Pond Committee, but it was recommended to fill in the voids as the abandoned culverts on the north side of the pond collapse or rust out and ground settles into the resulting voids.
 - iii. **Outreach Committee.** This committee would put together volunteer work groups to start taking care of some of the issues that exist throughout the community. Issues discussed were the increasing number of dead trees, replacing the steps leading up the initial grade to the Open Space. The committee would help gather resources to be used in some of the committee's endeavors. Issues arose concerning whether Douglass Ranch has enough people with the experience to cut trees, safely, how to get them out of the area, various organizations that accept

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firewood, and the role liability and insurance would play, plus hiring a professional tree removal person for areas that pose critical concerns. Two community members volunteered for this committee, so a motion to form the committee was seconded and the vote passed. Wade Heirs, Chair; Randy Jensen and Matt Adrian.

- iv. **Budget Review Committee.** Wade motioned to form a Budget Review Committee with Randy Jensen serving on the committee and to solicit additional volunteers with the purpose of reviewing and auditing the DRPOA budget. It was noted that the DRPOA Treasurer is not allowed to serve on this committee. The motion passed.
- v. **Hospitality Committee.** Barbara Pleva agreed to chair. Committee responsibilities will be welcoming new neighbors, sponsoring the Elk Creek Firefighters' dinner. Volunteers will be solicited from the community at large.

VI. Future Action Steps - None

VII. Open Forum to the Members at Large – None

VIII. Adjournment – Meeting adjourned 5:31P.M.

Submitted by,

Jane Spooner,
DRPOA Secretary