

**DOUBLE R RANCH OWNERS' ASSOCIATION, INC.**

**REGULAR BOARD OF DIRECTORS' MEETING**

**August 10, 2021, 7 p.m.**

**161 BROKEN SPUR CIRCLE**

**Open and Zoom meeting**

**DIRECTORS PRESENT:** John Cressey-Neely, Ron Beadles, Bill Dillard, John Schuetze, Billy Wilson, Cheryl Young and Greg Henrie (zoom)

**OTHERS IN ATTENDANCE:** Bob & Lynn Kaska, Jane & Richard Pratt, Julie Robinson, Jay Earl, Rita Towles, Joan Hutchinson, Mark & Jamie McComas, Susie Crews, Mike & Lindsay Barnett, Ernie DeWinne, Glen & Michelle Carey, Joe Ortega, Karen Antill, Bonnie Tidball (zoom), Mark & Lori Nelson (zoom)

**MEETING START:** The meeting was called to order by 1<sup>st</sup> VP John Cressey Neely at 7:00 p.m. and the BOD and guests introduced themselves.

**MEMBER COMMENTS:** Residents discussed dead trees in empty lots, basketball backboards, junk cars, the BOD advised they would address these issues.

**EXECUTIVE SESSION:** The BOD met in executive session to go over the update on Bylaws, personal issues, review applications and make final picks for Office Manager and will start interviewing soon.

Ron Beadles stated that he was stepping down as president due to personal reasons and recommended John Cressey-Neely to assume the President position for the remainder of the term. Board members unanimously agreed.

**ACTIONS BETWEEN MEETINGS:** John Cressey-Neely advised that he met with several pool companies regarding the pool capacity and would like to raise it up to 35 next year.

**Motion:** John Schuetze made a motion to raise the pool capacity up to 35 for next season, seconded by Billy Wilson. The Board voted unanimously and the motion passed.

**MINUTES:** John Cressey-Neely asked the board members if they had read the Minutes of the June 8, 2021, meeting.

**Motion:** Cheryl Young made a motion to accept the minutes as written, Billy Wilson seconded the motion and it passed unanimously.

**TREASURER'S REPORT:** The Board and guests reviewed the financials, John Schuetze advised that he moved \$100,000.00 from checking to the money market account.

**Motion:** Billy Wilson made a motion to accept the Treasurer's report as presented, seconded by Bill Dillard, passed unanimously.

**INSURANCE & COLLECTIONS:** John Cressey-Neely reported that as of August 9, there were 37 accounts that owe the HOA \$22,026.84 down from last month's 43 accounts owing \$22,209.21. Eleven of those 37 have liens on their accounts that owe \$16,912.98.

**OFFICE MANAGER'S REPORT:** Office staff reported they updated the website, had reconciled both bank statements, paid monthly bills and payroll, continued to mail pool cards, decals and paperwork out to those paying late, generated financial reports, forwarded resumes to BODS for the Office Manager Position, generated August and September pool calendars put on website and posted at mail centers and office bulletin boards, entered invoices, sent three letters certified mail, issued five ACC permits, sent invoices with added interest & admin fees to thirty-three delinquent customers, issued three resale certificates, three HOA dues requests and posted poster for open board positions.

**MAINTENANCE REPORT:** Joe Ortega reported that he has hired a fourth park attendant to keep the pool open until Labor Day, after that it will be office hours and volunteers only. Joe reported that he has reworked the flower beds and sage at the old mail center and office, mowed roads. Joe reported he met with the County to repair potholes on county roads in the subdivision and said they should be out by the end of the week. Joe advised he ordered new basketball backboards and are waiting for them to come in. Joe advised that he is looking for a new motor for the upstairs air conditioner unit, if he can't find one, they will look into getting a new window unit or another mini split. The Board went over the dog issues in the subdivision and advised residents to speak with the owners of the dog first and then call the county if there is no resolution. Joe advised that he looked into the water use at the office, and since the water service was discontinued and started buying individual bottles of water the price increased. The Board and guest discussed going back to Sparklets and buying a water dispenser from Sams to save about \$10.00 a month on the rental.

**ACC REPORT:** Paul Barton reported that the ACC had one violation and approved five building permits.

**OLD BUSINESS: Discussion of credit card usage:** Greg Henrie spoke about credit card companies and advised that we need to make sure they are PCI compliance. Tabled until next month's meeting.

**Mail Center fees and post office correspondence:** John Schuetze said that he sent a text to the mail carriers regarding people that use the mail centers that do not live in Bandera River Ranch, no response. John Schuetze sent an email to the post office, no response. John Schuetze believes there are five households that do not live in the subdivision that do not pay dues and would like to get them out of our mail centers. John Schuetze advised the post office approached him about how they can help the mail be sorted properly. The Post Master said for all customers to put their names, pedestal & box numbers in their boxes. The Post Master will be putting a letter in each box explaining what the customers should do to help with the mail problem.

**Discussion of pool capacity:** See Action between meetings.

**Nominating Committee timeline:** John Cressey-Neely advised that the notice for the open positions were posted August 2<sup>nd</sup> and the deadline to turn in a resume will be September 2<sup>nd</sup>. The candidates will be presented to the Nomination Committee on September 7<sup>th</sup> and they will present the candidates that they want on the ballot to the Board on Tuesday September 14<sup>th</sup> for a vote.

**NEW BUSINESS:**

**Employee IRA/SEP:** Ernie DeWinne reported that he was advised by Edward Jones to get a CPA to go over the IRA/SEP to correct the issue with the way they were created. Ernie has tried a few CPA's that he is familiar with and they could not help, so he will get with H&R block in Bandera and speak with their CPA. Ernie stated that he should have more information by the next board meeting. Starting this month the DRROA will start holding the employee and employer contributions until we are advised on how to send them in.

**Date for community yard sale for September:** The Board and guests discussed the community yard sale and decided on Saturday September 25<sup>th</sup> from 8 a.m. to 1 p.m. The Board advised that if we have enough interest, we will put an ad in the Bandera Bulletin. The Board discussed making a map of the locations or a list of addresses.

**Annual Meeting, food, activities, cookoff?** The Board and guests discussed and will have the traditional brisket, sausage, and chicken. The DRROA will supply the drinks and utensils. The guests will be asked to bring a side dish or dessert. Karen will check with Ernie DeWinne to see if he would like to coordinate the trick or treat bench ride again this year.

**Discuss drinking water for office:** See Maintenance report.

Open meeting was adjourned at 8:24 p.m. into Executive Session.

Greg Henrie made a motion to adjourn meeting into Executive Session, Bill Dillard seconded the motion, the motion passed unanimously.

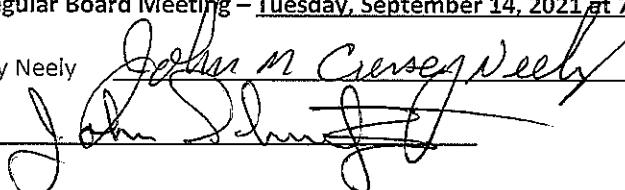
**Executive Session:** Discussion of personal and setting up interviews.

Executive Session ended at 8:45 p.m.

**REMINDER OF NEXT MEETING:** Next Regular Board Meeting – Tuesday, September 14, 2021 at 7 p.m.

DRROA 1<sup>st</sup> Vice-President – John Cressey Neely

DRROA Treasurer – John Schuetze

The image shows two handwritten signatures. The top signature is for John Cressey Neely, written in cursive with a blue pen. The bottom signature is for John Schuetze, also in cursive with a blue pen. Both signatures are placed next to their respective names in the text above.