

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

**REGULAR BOARD OF DIRECTORS' MEETING**

**Sept 14, 2021, 7 p.m.**

**161 BROKEN SPUR CIRCLE**  
**Open and Zoom meeting**

**DIRECTORS PRESENT:** John Cressey-Neely, Cheryl Young, Bill Dillard, John Schuetze, Ron Beadles, Billy Wilson

**OTHERS IN ATTENDANCE:** Joe C. Ortega, Paul Barton, Joan Hutchinson, Ernie DeWinne, Elliott and Gloria Cessac, JoAnn Peterson, Susie Crews, Karen Antill, Deborah Nickels - (Zoom) Randy Dougherty, Mark and Lorie Nelson

**MEETING START:** The meeting was called to order by Acting President John Cressey Neely at 7:00 p.m. The BOD and guests introduced themselves.

**MEMBER COMMENTS:** There were no comments.

**EXECUTIVE SESSION:** John Cressey-Neely moved the Executive Session to end of Agenda.

**ACTIONS BETWEEN MEETINGS:** John Cressey-Neely reported two used 12 gauge steel, heavy-duty rimmed basketball goals, in good condition, had been found to replace the ones that were broken. He also reported the purchase of an additional game camera to monitor the park and court areas. The new camera will be linked to the current Moultrie account. Both items were purchased below \$500.00

**MINUTES:** John Cressey-Neely asked the board members if they read the Minutes of the August 10, 2021 meeting.

**Motion:** After BOD response, Ron Beadles made a motion to accept the minutes as written, Bill Dillard seconded the motion and it passed unanimously.

**TREASURER'S REPORT:** The Board and guests reviewed the financials, after-which Treasurer, John Schuetze, stated the reserves appear in good shape while applauding saving of funds on non-budgeted items previously mentioned. It was reported an appeal to the Appraisal District had been submitted regarding main areas which include, pool, rest rooms, playground, complex and Ranch Manager's maintenance building, being valued at 68% depreciation while other items such as, the open porch, 2<sup>nd</sup> story Gazebo and 2<sup>nd</sup> porch were valued at 75%. The outcome of the appeal is all the above will now be valued at 68% for a savings of approximately \$10,000.00. He advised this years taxes will be \$626.00 while acknowledging the taxes had increased from the prior year but the appeal results saved \$100.00.

John Cressley-Neely asked the BOD to keep in mind the small work truck needs to be replaced in the near future as repairs would likely exceed the value of the vehicle.

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

**INSURANCE & COLLECTIONS REPORT:** John Cressey-Neely reported as of September 13, 2021 there were 28 accounts that owe DRROA \$20,155.18 which is down from last month's 37 accounts owing \$22,026.84. 11 of the 28 have liens on their accounts and owe \$17,135.80 . John reported that 3 of the 11 liens have been through Phase I of the collection process where persons were notified with deadline for response having lapsed, are now entered into Phase 2 and have been submitted to the DRROA attorney for filing.

**OFFICE MANAGER'S REPORT:** Deborah Nickels, reported on daily tasks, in training, such as; A/R, A/P, P/R, permit processing, etc. She also mentioned her work is closely monitored by existing staff who make sure all other routine duties are performed. Deborah commended the BOD and current staff for a friendly, encouraging environment.

Karen Antill offered discussion on the need to send the current Ballot Form to the Company Attorney to review for revisions by September 20, 2021.

**MAINTENANCE REPORT:** Joe C. Ortega reports a T-Post and barbed wire fence has been constructed at the River Park due to problems with neighboring property owners gaining access to the Park. Also, the main entrance sign problem has been traced and was determined a fuse had fallen out of the transformer. He reports pool season has ended for park attendants and drastically slowed due to lack of volunteers to complete September's calendar. Mowing is behind due to tractor needing repairs. He explained that the repairs are being delayed due to over all shortage of parts however, he picks it up as needed then returns to the repair shop to keep its place in line. The parks are mowed and looking nice. Controls on River Park gate were adjusted and a larger battery has been purchased.

**ACC REPORT:** Paul Barton reported that it has been slow and the ACC Committee has only approved a few small projects.

**OLD BUSINESS:** A brief discussion was held regarding the ballot form and content question to Attorney (See Office Manager's Report 2<sup>nd</sup> Paragraph). It was determined to be a separate issue.

**Regarding Employee IRA's:** Ernie DeWinne reported he had not received a response from the H&R accountant involving Employee IRA'S. He noted John Schuetze signed a Power of Attorney for Karen Antill to communicate with Edward Jones for Joe A. Ortega's IRA account to be established.

**Non-Residents use of Resident Post Boxes:** A discussion of Non-Residents receiving mail at DRROA locations, which is paid for by DRROA residents, was held by John Schuetze. It was then recommended to send notification to advise Non-Residents of a deadline for making alternate arrangements. The BOD was also advised by John S., via The Post Master in Bandera, of how to facilitate their process of proof for assigning boxes to New Residents of DRROA. Discussion was also held on mis-directed mail.

**Treasurer's Audit of Old Business:** Will be conducted September 21, 2021 at 10:00 AM

**Donation Community Yard Sale:** Will take place on September 25, 2021. A newspaper advertisement will be placed with the help of a \$10.00 donation. Fliers with addresses of participants, in order of route, will be placed at the entrance to DRROA. Information will also be posted on Website and Nextdoor Community page.

**NEW BUSINESS:**

**Annual Meeting, Food, Activities:** Joe C. Ortega has volunteered to prepare brisket, sausage, and chicken and will deliver water, sodas, chips, cutlery, etc. on behalf of the DRROA. The guests will be asked to bring a side dish or desert. Ernie DeWinne will provide 4 trailers for the bench ride with Mrs. DeWinne assisting. Discussion was held on upper age limitation of participates which was agreed to be capped at 14 y/o. A notice regarding the event will be placed in the outgoing Ballot information envelopes, which are being stuffed by Susie Crews, whereas residents may call to be placed on a list for donating treats which specifies their addresses, as well as a list for children who participate on the bench ride.

**New Hire:** John Cressey-Neely called for motion to hire Deborah Nickels as Office Manager.

**Motion:** Bill Dillard made the motion to hire Deborah Nickels and was seconded by Billy Wilson. The motion passed unanimously.

**Previous Employee/New Employee Bank Account Access:** John Cressey-Neely called for a motion to remove previous employee, Chris Darus, from banking account access and add new employee, Deborah Nickels, to banking account access.

**Motion:** Ron Beadles made motion to remove Chris Darus and add Deborah Nickels to banking access. Billy Wilson seconded the motion and passed unanimously.

**Previous Employee/New Employee:** John Cressey-Neely called for motion to remove previous employee, Chris Darus, from banking debit card and add new employee, Deborah Nickels to banking debit card.

**Motion:** John Schuetze made motion to remove Chris Darus and add Deborah Nickels on banking debit card. Billy Wilson seconded. Motion passed unanimously.

**Nominating Committee:** Chairman, John Cressey-Neely, asked if nominating committee members had reviewed resume's of five BOD candidates. Having found no infractions or objections, a blind ballot draw was conducted for placement on the Ballot.

**Discussion of Road Conditions:** Joe C. Ortega reports it's been two months since he has met with County officials on road conditions and spraying weeds. He has followed up with the main office and there was no response. It was suggested to photograph problem areas in the community to bring before next County Commissioners meeting with option to bring before a judge.

**Discussion on Change of Bylaws and Vote:** John Schuetze spoke on amending current language regarding who can sign approved documents on behalf of the BOD. It was then noted that current By-Laws were incorrectly dated and will be revised and was also noted incorrect effective dates must be re-filed. An additional error was noted on an amendment to Bylaws in November 2020 which will also need to be re-filed. A discussion was held in which order to list By-Laws and amendments.

**Motion:** John Schuetze made motion to change Article 11, Officers Section 5, to read: Secretary or DRROA Office Manager, shall act as Ex-Official Secretary of the BOD to record votes and keep Amendments of all proceedings in a book to be kept for that purpose. The Secretary or DRROA Office Manager shall sign all Certificates of Membership and shall keep in records of Assn. Ron Beadles seconded the motion. Motion passed unanimously.

Discussion was held regarding the need to re-submit previous filing due to: (1.) Incorrect effective date for filing of Sec 6 ( 2.) Change an amendment to Bylaws made on 11/12/2020 to read: Should be signed by Secretary of Board. Also to allow Bylaws and amended Bylaws to be merged in a singular document.

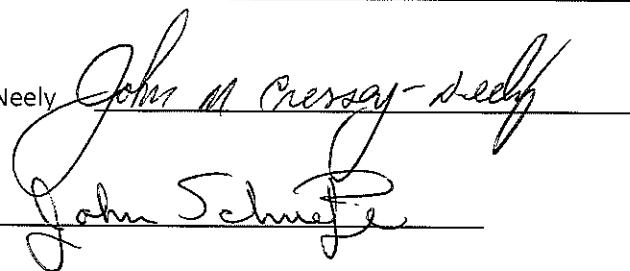
**Motion:** Billy Wilson made a motion to adjourn meeting and proceed to Executive Session. Bill Dillard seconded the motion. Motion passed unanimously.

**Executive Session:** Employee Review was held and Violations were discussed.

Executive Session ended at 8:40 p.m.

**REMINDER OF NEXT MEETING:** Next Regular Board Meeting – Tuesday, October 12, 2021 at 7 p.m.

DRROA Acting President – John Cressey Neely



DRROA Treasurer – John Schuetze

