

**TRLA BOARD MEETING
TCC RANCH HOUSE – 10 A.M.
FEBRUARY 19, 2011**

ATTENDANCE: Board members Eileen Domer, Don Parry (both by speaker phone), Linda Pedersen, Jerry Toellner and Mary Jo Wallen. Gary Blum and Dale Spencer had excused absences.

Introductions & Announcements: None.

Linda Pedersen called the meeting to order at 10:05 a.m. Quorum established.

Secretary's Report:

Jerry moved to accept the minutes from October 23, 2010. Don seconded. Minutes approved.

Treasurer's Report:

Eileen presented the following for the month of January, 2011:

Income: **\$31,057.98**

Expenses: **\$5,118.00**

Significant expenses:

- Wages: \$565 (primarily snow plowing – 3 people)
- Equip Maint & Repair: \$439 (\$383 for grader – installed snow chains & fixed hydraulic line pressure hose)
- Postage: \$810 (primarily for mailing out 2nd half invoices)
- Notes Payable on F550 truck: \$893.00

February expenses as of 2/14/2011: \$164.45 legal fees, Cassutt, Hays & Friedman and \$1,404.45 Gunderson Oil Co. (diesel).

Collections:

04 lots – balances over \$1,000.00 (will be sent to lawyer for foreclosure in February) A letter outlining TRLA's intentions to place new liens was sent December, 2010. The liens will be filed with the County 2/22/2011. Linda asked if there was a current listing of all liens in place. Eileen indicated that when Mary Ray sends a new A/R listing as of at the beginning of March, an "L" in the County column indicates there is a lien in place.

Currently there are 15 liens in place.

The bank balance for the four accounts is \$173,359.87 as of 2/15/2011.

Roads Report:

Jerry reported that snow plowing has been done twice this winter season. McKinley County recently put the recycled asphalt on a section out towards Highway 53 and has plowed twice this week from the Vol Fire Dept. to the Box S. Neither the BIA nor Cibola has done anything. BIA hasn't done any maintenance since the severe washouts two years ago.

Landowners will be moving in full time on Black Bear this summer. Plans are to gravel from Pinon back to their property.

Architectural/Maintenance Report

Linda reported that no building plans have been submitted. Committee was contacted by a landowner who wants to build in the summer of 2012. They will contact CID first.

Seven letters regarding CC&R violations were sent to landowners on 10/6/2010. Five landowners were contacted about oversized sheds and two letters concerned painting of silver metal buildings. Four landowners have responded and three of these will resolve the issues this summer. This leaves four who are not responding with the compliance timetable. We will continue to monitor these violations.

Three letters still need to be sent on abandoned foundations. One was for sale, but now there isn't a sign at this time.

We have three options: **a.** lien the lots **b.** do the maintenance ourselves and then lien the lot for the money owed us or **c.** send to lawyer and take landowner to court. We are still waiting for legal opinion.

The Dark Sky complaint concerning light invasion has been resolved with the installation of motion detection light.

Commons:

Eileen and Don provided a list of the jobs to do in the coming year: insulation in the Ranch House, Bath House furnace and re-plumbing, electrical inspection of the rewiring of the Ranch House, refinishing the floors in the Ranch House, install lights over Ranch House sink and stove, change padlocks on the doors and replace with deadbolts keyed to one key (Office and Work Room/Well Room should be one key). One estimate for labor to rekey 7 doors is \$100. Linda will check on material prices. Don also wants to possibly install horse pass thru's on both sides of the lake (not big enough for ATV's).

Normal maintenance type projects include: cleaning up excess vegetation and trees on the south lake road and mow edges and parking area on the north side of the lake.

Don and Jerry will continue to look at designs, costs and location for the equipment storage building. Costs need to be included in next year's budget.

Al Burnam has suggested and volunteered to help with the installation of a handicap entrance at the back of the Ranch House. It was agreed that this was a good idea.

Communications:

Linda reported that the deadline for articles to Fran for the March newsletter is March 5th. Outsourcing of the newsletter is being considered for FY 2011-2012 due to the potential retirement of volunteers. In addition to the normal articles, we will include: pie charts in the financial section, request for board applicants to fill expiring term, article on gnats, Dent Ranch, horse easement and internet questionnaire results, yard sale, Continental Divide tree trimming.

Equestrian Update:

Mary Jo had nothing to report since it's too muddy at the present time to work on any projects.

Old Business:

1. CCT 74 update – Dale reported that he finally spoke to an attorney he worked with and she reported that it couldn't be legal (redrawing borders of master survey). Linda indicated that she would follow-up with our legal contact. She suspects they are doing research.
2. Bath House Upgrade – Linda is having problems obtaining estimates since no one is returning calls.

3. Econo Heaters/thermostats follow-up – appear to be working well. Ranch House wattage in December was 850 and January was 740 (as a side note – MJ just picked up current bill (12/21/10 thru 1/22/11) and wattage increased back up to 820 for Feb billing. In dollars, we went from \$99.89 in Dec billing, to \$89.31 in Jan and \$92.03 in Feb. If you compare July to Jan/Feb, wattage is 5 times higher, but dollars are only 3 times higher).
4. Ceiling Insulation – we have the square footage. Estimate from Duke Insulation last fall was 50 cents a square foot. Jerry indicated we should plan on \$1,300 - \$1,400. One contractor said his bids were only good for two weeks (because of material prices increasing constantly).
5. Refinishing Floor – Again, waiting for bids.
6. Fire Proof Cabinets – Dale provided us with several options. Don was asked to check out our top two choices. It was agreed that he could use his discretion in buying the best one based on quality and price. Jerry motioned and Mary Jo seconded. Motion carried.

New Business:

1. Candidates for Open Board Position in May – Gary Blum's position is up this May. An article will be included in the March newsletter asking for volunteers. Ballots have to go out by May 1st, so we believe the deadline for nominations is 4/15 (Linda will check).
2. Policy Manual overhaul – Linda, Eileen, Mary Jo and Jerry have been working on revisions the past month. We intend to have a good first pass done by March 9th and will send to the rest of the Board at that time. Completion date is before the Annual Meeting so it can be included as another "finished project".
3. Wages – It was agreed that we would raise the Ranch Hand and Sanitation/Janitorial wages by \$1.00 an hour as of March 1st. We will make appropriate changes to the Policy & Procedure Manual. It should be understood that a Board of Director should be in charge of those persons (1 for Ranch Hand and 1 for the Sanitation/Janitorial) and that this Board of Director is qualified to perform those duties. Don motioned and Mary Jo seconded the wage increase and the changes to the Policy & Procedure Manual. Motion carried.
4. Fuse Box Labels – Linda will ask Jack to provide a more detailed description of the fuse box labels since it was discovered that the tractor was not plugged in since the fuse to that area was not turned on. A policy for what needs to be turned on in the Winter vs. the Summer should be included in the Policy & Procedure Manual. Linda will also follow-up with Jack to determine if he fixed the photo sensor light.
5. Burn Pile – Jerry has cleaned up the area since the brush pile was burned in January.
6. Future Board of Director Meetings – March 19th, April 16th, May 28th and no June meeting.

Landowner Input – None present.

Don moved to adjourn the meeting at 11:15 a.m. Eileen seconded. Motion carried.

Mary Jo Wallen, Secretary