

**RANCHO VENTANA RV PARK
BOARD OF DIRECTORS MEETING
MARCH 10, 2009**

M I N U T E S

PRESENT: R. Gordon, S. Hunley, M. Myers, W. Orriss, K. Zidar (recorder)

1.0 CALL TO ORDER

W. Orriss called the meeting to order at 2:36 p.m.

He commented that S. Casorso was not present as he had returned to Oliver for health reasons. Stan is doing well and the Board wished him a speedy recovery.

2.0 OPEN FORUM

Lot 24 – C. Foote. Spoke regarding the summer security issues. She had read the proposed guidelines posted in the Library, trying to understand the pros and cons of the guidelines. She wondered why people being hired to check homeowners' homes during the summer could not be given passwords.

Lot 49 – J. Janssen. Noted that for the past few months, Item 5.1 of the agenda reads "items awaiting attorney action" and he asked what these items were and wondered if more information should be put on the agenda.

Lot 195 – J. Forbes. Requested that the Board investigate having a "dog policy" for the Park. He also suggested that name tags be handed out at socials so that homeowners can become better acquainted with each other.

3.0 APPROVAL OF THE FEBRUARY 17, 2009 BOARD OF DIRECTORS MINUTES

MOTION 09/03/01

MOVED BY: R. Gordon

SECONDED BY: M. Myers

THAT the minutes of the February 17, 2009 Board of Directors minutes be approved as presented.

CARRIED.

4.0 COMMITTEE REPORTS

4.1 ARCHITECTURAL

T. Swarts presented the report attached as Appendix A.

4.2 MAINTENANCE

R. Gordon reported. Several projects are in the process of being completed before the season ends. He noted that the spa filter has been replaced thanks to Cyril Hughes and Bob Glover.

The wall in the Library will be completed next week. The construction of the roof on the Recycling Depot will begin on March 22nd and will be completed shortly thereafter. He thanked all homeowners for doing their part in recycling. He also thanked Sonny Birtch, Wayne Short, Dale Vetsch, and Don Edwards for their dedicated work with the recycling project.

Dennis Nagy has provided the Park with fire hoses and boxes for hoses. The Maintenance crew will have a drill on how to use the fire hoses on Tuesday, March 12th at 3:30 p.m. at the Maintenance Shed. All homeowners are welcome to attend.

4.2 SOCIAL

No report was presented at the meeting but a report was subsequently provided and is attached as Appendix B.

4.3 FINANCE

M. Myers reported that all the data is ready for the audit. The Balance Sheet as at February 28, 2009 and Profit & Loss Budget Performance through February 2009 are attached as Appendix C.

4.4 COMMUNICATIONS

M. A. Gordon presented the report attached as Appendix D.

S. Hunley commented that in doing the office renovations a large box full of old photographs of the Park was found. She thought it would be a nice idea to create an album with names, etc. to keep in the Library for homeowners to peruse and asked for volunteers (people who can identify the people and events in the photos) to take on this project. Please notify the office if you can assist with this.

S. Hunley reported that she had been to the County Assessor's Office to check all the deed titles in the Park. In doing so, she noticed that several lots had children's names on the title. She said that proof of age for these children is also required. A form has been made up to simplify the

verification and Sylvia will be around to see the respective parties so that the information can be inserted in our official records.

4.5 OPERATIONS

No report.

5.0 UNFINISHED BUSINESS

5.1 ITEMS AWAITING ATTORNEY ACTION

W. Orriss explained that the Board has an agreement in place for the remedial process and time frame for the Martin's shed on Lot 132. The Mapsens and Cornwells (Lots 123, and 124) have provided the Board with a compromise position which has been forwarded to our attorneys for legal clarification.

5.2 PROGRESS ON SOLAR POWER SYSTEM INVESTIGATION

W. Orriss stated that the solar power system people are awaiting financial information from the government and financial people. As a Homeowners Association we seem to create some obstacles for the rebate and tax credit systems. They hope to have something for us in the near future. Until then, the project is on hold. Obviously no action will take place before summer close down. It will most likely be an item to be dealt with in the Fall.

5.3 ON-GOING ISSUE WITH TRESSPASSING/CUTTING ACROSS OTHER'S LOTS

S. Hunley read a follow-up report dated February 24, 2009 which is attached as Appendix E.

5.4 BOARD UPDATE ON SUMMER SECURITY ISSUES

W. Orriss read a statement of intent "2009 Summer Season (May 1st to September 30th) dated March 10, 2009 which is attached as Appendix F. Copies have been posted in the Library and will be available in the Office on Wednesday, March 11th.

5.5 BULLETIN BOARDS AND NOTICES – PROGRESS

S. Hunley reported that things are not moving too quickly on the refurbishing of the bulletin board. Sonny Birtch will be helping with the

project. All the information cards that are currently in the bulletin boards will be taken down and left in the Office until the project is completed. She reminded members that they can post their information on the website.

5.6 STATUS OF RETROFITTING THE POOL AND SPA

According to California State law, we have to upgrade our pools. We currently do not know the exact amount of retrofitting required. This project will be completed in the Fall, with possibly, only the casings having to be replaced. Thanks to P. Denman for his assistance.

5.7 USPS KEY BOX AT ENTRY GATE

All arrangements have been made for the post office – they now have their own box and key for the entry gate. Thanks to Cyril Hughes for his help.

5.8 COMMENTS ON ADDRESS CHANGE

S. Hunley is still working on this issue. Progress is slow but hopefully she will have something to report shortly.

6.0 CORRESPONDENCE

6.1 LETTER FROM D. CULBERTSON – LOT 139 REGARDING REC HALL ACOUSTICS

S. Hunley read the letter attached as Appendix G. The Board will respond to Mr. Culbertson's letter.

W. Orriss noted that we do have a new sound system and it is a good system but users have to get accustomed to the speakers and workings of the system.

7.0 NEW BUSINESS

7.1 CANADIAN/US BANKING CHANGES

W. Orriss commented that this information is primarily for those lot owners that pay their Maintenance Dues with U.S. fund checks drawn on a Canadian financial institution. Some of the Canadian banks are changing the routing for clearing the checks, which means checks may get back to your bank for clearance and can be returned to the Association's bank as not being negotiable and would be treated as if it were a NSF check. The Association will be charged a fee and we will have to get the lot owner to replace payment. This would be costly and very disruptive to our cash

flow and accounting procedures. It was reiterated that it is the responsibility of each lot owner to pay their Maintenance Dues on time and with checks, or currency that is acceptable. He urged that affected homeowners check with their banks regarding this issue.

MOTION 09/03/02

MOVED BY: S. Hunley

SECONDED BY: R. Gordon

THAT if a lot owner's payment is returned as account not being found, or not negotiable, or NSF, that the lot owner be charged a special fee of \$25.00, as well as any late charges as per our current collection policy.

CARRIED.

7.2 RESOLUTION FOR IRS TAX ELECTION

In order to comply with rulings and regulations of the Internal Revenue Service as a corporation duly organized and existing under the laws of the State of California the following motion was required.

MOTION 09/03/03

MOVED BY: M. Myers

SECONDED BY: S. Hunley

THAT any excess of membership income over membership expenses for the years ended December 31, 2008 shall be applied against the subsequent tax year member assessments as provided by IRS Revenue Ruling 70-604.

CARRIED.

7.3 SUMMER SECURITY – HOME INSPECTIONS

Guidelines have been prepared for summer security. Because the Park is closed for the summer months, these guidelines will assist Park staff on monitoring who is in the Park and when they are in.

MOTION 09/03/04

MOVED BY: R. Gordon

SECONDED BY: M. Myers

THAT the 2009 Summer Security – Home Inspections Guidelines dated March 9, 2009 and forming part of the minutes of the March 10, 2009 meeting as Appendix H, be approved as presented.

CARRIED.

These guidelines are posted in the Library and are available from the Office.

7.4 RESTRUCTURING SOCIAL/RECYCLING COMMITTEE

The Social Committee recommended that the Recycling be a separate committee.

MOTION 09/03/05

MOVED BY: R. Gordon

SECONDED BY: M. Myers

THAT a Recycling Committee be formed and formally set in place when completing the re-write of the CC&R's and By-Laws;

AND THAT the interim Chair be Sonny Birtch;

AND THAT Sonny Birtch and the Operations Committee create the structure and operating guidelines for the interim Recycling Committee.

CARRIED.

7.5 MEMORIAL TREE FOR ROLLIE FULLER

The friends of Rollie Fuller have donated funds to cancer research and a Hospice House in Calgary, as well as funds to purchase a small cactus tree and plaque in memory of Rollie's life and contributions to our Park. Beth has asked the Board for permission to put the tree and plaque in one of our Common Areas.

MOTION 09/03/06

MOVED BY: S. Hunley

SECONDED BY: M. Myers

THAT the Friends of Rollie Fuller be allowed to place a small plaque and a desert friendly planting in one of our Common Areas, the site to be mutually agreed upon by Beth Fuller and the Board.

CARRIED.

7.6 UPDATE ON OFFICE RESTRUCTURING

R. Gordon reported on the progress noting that the project should be completed by next week. The new space enlarges the Office area providing long-term storage and additional filing room. Thanks go out to Dale Vetsch, Sid Byma, Jim Lindgren, Karl Beerwart, Cyril Hughes and Tom Schutz.

7.7 COMPENSATION QUESTIONS

The Board has been asked by several owners what Ana Avalos' compensation package was, and what the current wage rate is for our new Office Manager.

Ana was given two (2) weeks pay in lieu of termination notice, as well as four (4) weeks pay as recognition for her years of service.

The starting salary for our new Office Manager, Yasika Casarez is 80% of Ana's former wage level.

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8.0 NEXT MEETING DATE

The last Board of Directors meeting for this season will be held on Tuesday March 24, 2009 at 2:30 p.m.

9.0 ADJOURNMENT

The meeting adjourned at 3:25 p.m.

Warren Orriss
President

Kathy Zidar
Recorder

COMMUNICATION COMMITTEE REPORT
MARCH 10, 2009

- Social newsletter/calendar now available in the library and on the website. Thanks to Ursula for putting this together.
- Also thanks to owners in providing the office with proof of age. We've had great cooperation this past two weeks.
- Watch for pictures of the horseshoe tournament, appreciation dinner and St Patrick's Dinner on website.

Submitted by
Mary Anne Gordon
Pat Handley
Sylvia Hunley

RANCHO VENTANA RV RESORT COMMUNITY ASSOCIATION

FROM THE BOARD OF DIRECTORS

March 10, 2009

2009 - SUMMER SEASON (MAY 1ST. TO SEPTEMBER 30TH.)

An overview for owners of the intended Park summer security measures, operations, and lot owner suggestions:

1. SECURITY

- a) The winter gate code will be changed for the summer season and all other gates will be locked. The winter clicker code will be re-installed on October 1st.
- b) Access to the Park will be severely restricted, allowing only lot owners, registered inspection people, and essential service people.
- c) The club house security system is being upgraded and made operational, including the monitoring service.
- d) The Board is awaiting a quotation from our security company for the installation of video surveillance cameras.
- e) The Board is entertaining options for a security drive thru system with random time schedules, by either Park employees or an outside person.

2. OPERATIONS

- a) The Board and maintenance committee will prepare a summer work schedule of projects for Yasika, our Park Manager, and for Wes, our maintenance person.
- b) In addition to the normal summer duties, on a random schedule, Yasika and Wes will check every lot once each week, checking on the irrigation system as well as doing an exterior visual only inspection of units, sheds, etc.
- c) The weekly lot inspections will be recorded for review by the Board and lot owners upon our return in the Fall.
- d) All facilities - laundry room, showers, pool, spa, etc. will be locked down and not used by anyone during the summer.

3. LOT OWNERS

- a) Lot owners are reminded to shut off their water and lock their access doors.
- b) Upon return to the Park in the fall, all residents should be sure to flush out their water system, as the Park system gets flushed out in the summer and sediment will likely be in your lines.
- c) For security reasons, we strongly recommend lot owners who are having summer inspections of their property done, to leave your keys in the Office where they will be registered and signed in and out.
- d) If you are staying in the Park past May 1st or will be returning to the Park before October 1st you may get a summer only clicker from the Office by signing a non-disclosure form which will prohibit you from sharing the clicker or the code number with anyone else.
- e) If you happen to come to the Park during the summer season (May 1st to September 30th) you can get the entry code by the following method:

1. Leave your cell phone or home phone number in your lot file in the Office.
 2. If you call the Office requesting the gate code number or for entry at the gate, you will be phoned back to either the cell phone or home phone number in your file as proof of who you are. Only then will you be given the summer code number for entry into the Park.
 3. Office phone numbers will be available by March 24th.
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- f) All owners are reminded to advise the Park Office when you are leaving for the summer and when you return so that park staff can review and update your on-file contact information.
 - g) In the event that something happens to your property in your absence such as a broken window, water problem, a break-in, vandalism, or any other circumstance, we strongly suggest that a set of keys be left in your lot file in the Office so that Park staff or Police can gain access for investigation or repair purposes.

"APPENDIX H
MARCH 10, 2009
BOD MTG.

ARCHITECTURAL REPORT: FROM 02/17/09 TO 03/10/09

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Rancho ntana Profit & Loss Budget Performance January through February 2009

	Jan - Feb 09	Budget	\$ Over Budget	Jan - Feb 09	YTD Budget	\$ Over Budget	Annual Budget
Income							
5000 - Reserve Allocation	-5,634.18	-5,634.18	0.00	-5,634.18	-5,634.18	0.00	-33,805.08
5015 - Electrical	-12.00			-12.00			
5016 - Bank charges recovered	31.00			31.00			
5025 - Late fees	80.00			80.00			
5030 - Laundry, Drinking Water	250.54	1,166.66	-916.12	250.54	1,166.66	-916.12	3,499.98
5035 - Mail Boxes	0.00	16.66	-16.66	0.00	16.66	-16.66	99.96
5040 - Maintenance Fees	35,700.00	35,448.00	252.00	35,700.00	35,448.00	252.00	212,688.00
5045 - Miscellaneous Income	925.00	333.32	591.68	925.00	333.32	591.68	1,999.92
5080 - Office supplies, taxes etc.	304.29			304.29			
Total Income	31,644.65	31,330.46	314.19	31,644.65	31,330.46	314.19	184,482.78
Expense							
6000 - Accounting Fees	95.00	466.66	-371.66	95.00	466.66	-371.66	2,799.96
6010 - Alarm System	0.00	54.16	-54.16	0.00	54.16	-54.16	324.96
6015 - Bank Fees	3.00			3.00			
6020 - Cable Television	1,652.77	2,750.00	-1,097.23	1,652.77	2,750.00	-1,097.23	16,500.00
6025 - Capital Expense	1,407.86	1,000.00	407.86	1,407.86	1,000.00	407.86	6,000.00
6035 - Cooperation Taxes	19.00			19.00			
6040 - Electricity	1,147.52	1,600.00	-452.48	1,147.52	1,600.00	-452.48	9,600.00
6045 - Equipment & Furnishings	0.00	250.00	-250.00	0.00	250.00	-250.00	1,500.00
6050 - Gas	1,943.70	1,916.66	27.04	1,943.70	1,916.66	27.04	11,499.96
6055 - Insurance Buildings/ Liability	0.00	2,166.66	-2,166.66	0.00	2,166.66	-2,166.66	12,999.96
6060 - Insurance Directors Liability	0.00	333.32	-333.32	0.00	333.32	-333.32	1,999.92
6065 - Internet	74.95	216.66	-141.71	74.95	216.66	-141.71	1,299.96
6070 - Janitorial / Restrooms	0.00	333.32	-333.32	0.00	333.32	-333.32	1,999.92
6075 - Landscaping	121.32	583.32	-462.00	121.32	583.32	-462.00	3,499.92
6080 - Legal Fees	4,441.00	833.32	3,607.68	4,441.00	833.32	3,607.68	4,999.92
6085 - Miscellaneous	50.39			50.39			
6090 - Office supplies	262.63	500.00	-237.37	262.63	500.00	-237.37	3,000.00
6095 - Wages	9,482.00	9,625.00	-163.00	9,482.00	9,625.00	-163.00	57,750.00
6096 - Social Security / Medicare	723.84			723.84			
6097 - California SUI & ETT	0.00	833.32	-833.32	0.00	833.32	-833.32	4,999.92
6105 - Workers Compensation	942.78	833.32	109.46	942.78	833.32	109.46	4,999.92
6110 - Permits	0.00	166.66	-166.66	0.00	166.66	-166.66	999.96
6115 - Pool & Spa Maintenance	18.00	291.66	-273.66	18.00	291.66	-273.66	1,749.96
6120 - Property Taxes	0.00	41.66	-41.66	0.00	41.66	-41.66	249.96
6125 - Repairs & Maintenance	115.10	1,000.00	-884.90	115.10	1,000.00	-884.90	6,000.00
6130 - Sewer & Septic Tanks	500.00	666.66	-166.66	500.00	666.66	-166.66	3,999.96
6135 - Telephone	226.81	333.32	-106.51	226.81	333.32	-106.51	1,999.92
6140 - Trash Removal	738.21	1,500.00	-761.79	738.21	1,500.00	-761.79	9,000.00
6145 - Travel Expense	81.45	250.00	-168.55	81.45	250.00	-168.55	1,500.00
6150 - Water	800.46	1,833.32	-1,032.86	800.46	1,833.32	-1,032.86	10,999.92
6300 - Income Tax Expense	0.00	333.32	-333.32	0.00	333.32	-333.32	1,999.92
9000 - Unallocated funds	1,317.59			1,317.59			
Total Expense	26,145.38	30,712.32	-4,566.94	26,145.38	30,712.32	-4,566.94	184,273.92
Net Income	5,499.27	618.14	4,881.13	5,499.27	618.14	4,881.13	209.86

To: The Board of Directors
Rancho Ventana
Blythe, Ca.

25

3/25/2009

We have a wonderful R.V. Park, with some very nice facilities, however, many people have complained about the acoustics in the meeting hall.

Indeed, you cannot carry on a conversation, at the same table, when there is a crowd of people or when there is music being played. I wear hearing aids and many at the park do also wear hearing aids. This makes it even more difficult to hear. Some people do not attend functions now because of the unbearable noise factor. I may soon be one of those people.

I suggest that the board of directors thoroughly investigate correcting this acoustic problem and report the cost estimates to the owners for their approval. Surely, there must be several ways of doing this that would not be prohibitively expensive.

Sincerely,

Richard (Dean) Culbertson
Lot 139
Rancho Ventana
Blythe, CA.



Report to Board March 11, 2009

New Social Committee members Feb. 19, 2009

Events held since Feb 19

Craft & Garage Sale Saturday Feb 21.

Breakfast Sunday Feb 22.

Horseshoe & B.B.Q. Appreciation Day March 7, 2009
attendance 235 people

Two Monday coffee on March 2 & March 9th

Two Bingos - February 1 & February 15

Year - Bank Account March 10th

Cash on Hand \$736.46

Bank Balance \$1,690.03

Upcoming Events

St. Patrick's Day Dinner & Dance -March 17.

Breakfast March 22 As well as coffee on all Monday mornings

Last Bingo held will be on Sunday March 15

No major purchases since new committee members.

Discussed members return in the fall. Next meeting will be held on Nov 3, 2009. Many say they may not return till Nov 10th to 15th.

Kitchen will be closed down after Charlie Brugh's Birthday end of March by Sue Wilson.

**Rancho Ventana
Balance Sheet
As of February 28, 2009**

"APPENDIX C"
MARCH 10, 2009
BOD MTG.

	Feb 28, 09
ASSETS	
Current Assets	
Checking/Savings	
1005 - Petty Cash	350.00
1020 - Union Bank Operating	30,478.82
1030 - Union Bank - Reserve Account	268,857.72
Total Checking/Savings	299,686.54
Accounts Receivable	
1040 - Accounts Receivable	-45,185.23
Total Accounts Receivable	-45,185.23
Other Current Assets	
1052 - Accrued Interest	650.00
1050 - Due from Replacement	50,376.83
1051 - Due to Operating	-50,376.83
1042.1 - Prepaid Expense AJ	384.00
1041 - Prepaid Insurance	3,306.83
1021 - Investment 4089042784 General	52,309.78
1025 - Undeposited Funds	1,278.83
Total Other Current Assets	57,929.44
Total Current Assets	312,430.75
Fixed Assets	
1600 - Lot 210	6,000.00
Total Fixed Assets	6,000.00
Other Assets	
R3200 - Reserve account expense	7,296.69
R1200 - Unallocated Interest to Reserve	-8,833.26
R1205 - Building Roof	-10,371.55
R1210 - Building Stucco	-13,968.22
R1215 - Building Painting	-5,454.10
R1220 - Building Heating & Air	-20,903.78
R1225 - Building Interior Floors	-4,434.92
R1230 - Building Patio Floors	-8,896.24
R1235 - Building Washroom Floors & Tile	-2,247.40
R1245 - Building Office, Lounge, Laundry	-5,230.68
R1250 - Building Recreation Hall	-4,763.52
R1255 - Building Kitchen	-5,331.49
R1270 - Perimeter Walls	-18,138.20
R1275 - Perimeter Gates & Controls	-12,949.52
R1280 - Vinyl Fencing & Gates	-13,866.48
R1285 - Retention Ponds	-1,170.06
R1290 - Streets & Curbs	-37,181.16
R1295 - Electrical	-14,549.43
R1301 - Pool - Equipment	-3,452.91
R1302 - Pool - Paint Plaster & Tile	-7,998.08
R1303 - Pool - Patio Furniture	-2,568.20
R1310 - Tree Trimming	-1,374.09
R1315 - Sundeck Canopies	-14,456.94
R1320 - Maintenance Shop	-1,479.44
R1325 - Maintenance Equipment	-2,592.27
R1330 - Infrastructure	-11,032.92
R3000 - Reserve Account	5,634.18
Total Other Assets	-220,313.99
TOTAL ASSETS	98,116.76
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2640 - Income Tax Payable	3,293.00
2600 - Payroll liabilities.	

8:49 AM

03/09/09

Accrual Basis

Rancho Ventana
Balance Sheet
As of February 28, 2009

	Feb 28, 09
2615 · Social Security / Medicare	0.02
2620 · State withholding	110.42
2630 · Disability	162.63
Total 2600 · Payroll liabilities.	273.07
Total Other Current Liabilities	3,566.07
Total Current Liabilities	3,566.07
Total Liabilities	3,566.07
Equity	
3200 · Unrestricted Net Assets	89,051.42
Net Income	5,499.27
Total Equity	94,550.69
TOTAL LIABILITIES & EQUITY	98,116.76

RANCHO VENTANA RV RESORT

AMENDED
MARCH 10, 2009
BOD MTG
February 24, 2009

A follow up to the Board meeting of February 17, 2009 and the issue of people walking across other Owners' lots, and specifically, through lots 182 and 183.

Bill and Sharon Myers (#182), have contacted Del and Colette Collins (#183), about their shared problem of numerous people crossing through their lots.

The Myers have stated that they have given no one permission to cross through their lot whether they are in the Park or not.

The Collins have confirmed in writing that only two people, Ron and Mary Ann Bjur have permission to cross through their lot.

The Board asks everyone to respect all other lot Owner's privacy by using our streets and not cutting across other people's lots whether they are in the Park or not.

Thank you
The Board of Directors