

**RANCHO VENTANA  
BOARD OF DIRECTORS MEETING  
DECEMBER 13, 2011 at 2:30 p.m.  
AGENDA & PRELIMINARY SUMMARY MINUTES**

***NOTICE: these are not Board approved records, but are for general informational purposes only (Corporate Secretary's personal notes)***

1. Call to order
2. Approval of minutes from meeting of November 15, 2011
3. Committee Reports
  - 3.1 Architectural  
***Four new permits***
  - 3.2 Maintenance  
***WiFi work continues***  
***Commends the work of Rudy Rascon***
  - 3.3 Social  
***Successful scheduled events***
  - 3.4 Finance  
***Budget completed, no fees increase anticipated***
  - 3.5 Communications  
***Work continues without meetings***
  - 3.6 Recycling  
***Good Park participation, one new volunteer***
  - 3.7 Operations  
***Meeting with Staff and Maintenance Chair***  
***Discussed "chain of command" and procedural changes***
4. Park Manager Report  
***AGM information packet is ready for disbursement***  
***New pool and spa signs have been posted***  
***Hand crafted cards are for sale in the Office***  
***Owners will be notified when the WiFi is ready***
5. Unfinished Business
  - 5.1 Security/ wireless systems update  
***WiFi equipment tech and vendor are working to diagnose and correct inadequacies in the system***
  - 5.2 Clarification issues  
***The Architectural Guidelines are being changed to improve procedures and define Association/Owner responsibilities concerning landscaping and utilities liabilities and expenses***  
***Rules changes will define 'chain of command' on all Park work***
  - 5.5 Lot enclosures  
***Under discussion for Architectural Guideline changes***
  - 5.7 Any other Unfinished Business

6. Correspondence
  - 6.1 Any other incoming correspondence received prior to the meeting  
***Letter to J Deeley #51 RE Pool & Spa Hours clarification***
7. New Business
  - 7.1 Year end wrap up and preparation for AGM.  
***AGM information packet will be posted on the website  
packets will be mailed to those without email permissions***
  - 7.2 Any other New Business
8. Open forum for Homeowners  
***K Zidar #190 RE AGM email notes  
email notices will be sent to Owners when posted  
A Wilson #154 RE need for earlier posting of Board Meeting minutes  
A Carter #181 RE same concern as A Wilson  
L Birtch#206 RE returning borrowed Association tools  
and apology for public disagreement over staff firing  
D Keith #68 RE raising the Park walls to increase security  
P Kmech #79 RE inadequacies of the hall sound system***
9. Next Board meeting date - January 10, 2012 at 2:30 p.m.
10. Adjournment