

**RANCHO VENTANA RV PARK  
BOARD OF DIRECTORS MEETING  
DECEMBER 13, 2011**

**M I N U T E S**

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

1.0 CALL TO ORDER

W. Orriss called the meeting to order at 2:30 p.m. There were approximately 38 homeowners in attendance.

2.0 APPROVAL OF THE MINUTES OF THE NOVEMBER 15, 2011 MEETING

MOTION 11/12/01

MOVED BY: M. Myers

SECONDED BY: S. Hunley

THAT the minutes of the November 15, 2011 Board of Directors meeting be approved as presented.

CARRIED.

3.0 COMMITTEE REPORTS

3.1 ARCHITECTURAL

J. Lindgren presented the report attached as Appendix A.

3.2 MAINTENANCE

J. Hensman presented the report.

Jim thanked T. Schutz and D. Vetch for replacing the motherboard in the pool. The water cooler still needs to be fixed. Thanks to S. Birtch for the purchase of a leaf blower, gas cans wrenches, and miscellaneous tools (from the Recycling account). He noted that R. Rascon (new maintenance employee) was doing a very good job. Also, WiFi work continues.

3.3 SOCIAL

D. Nagy presented the report attached as Appendix B.

### 3.4 FINANCE

M. Myers presented the report. The 2012 budget has been completed and no increases are anticipated in the maintenance fees.

### 3.5 COMMUNICATIONS

S. Hunley presented the report attached as Appendix C.

### 3.6 RECYCLING

S. Birtch presented the report attached as Appendix D.

### 3.7 OPERATIONS

S. Hunley presented the report attached as Appendix E.

## 4.0 PARK MANAGER'S REPORT

S. Hunley presented the report attached as Appendix F

## 5.0 UNFINISHED BUSINESS

### 5.1 SECURITY/WIRELESS SYSTEMS UPDATE

W. Orriss stated that the system is up and running but still has a few glitches that need to be ironed out before general use by homeowners. The WiFi equipment technician and the vendor are working to diagnose and correct the inadequacies in the system. When this has been completed homeowners will be advised and given their passwords. There will be different passwords for the different areas of the Park.

### 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. Some of the items being looked at include procedures for work orders, pipe coding color identification, use of the Park trailer, palm tree liability, owner's responsibilities regarding water, t.v. and sewer, etc.

### 5.3 LOT ENCLOSURES

W. Orriss stated that the Board is working towards putting together proposed changes to the Architectural Guidelines regarding lot enclosures.

## 6.0 CORRESPONDENCE

### 6.1 LETTER TO J. DEELEY, LOT 51 RE: POOL HOURS

S. Hunley read the letter attached as Appendix G.

## 7.0 NEW BUSINESS

### 7.1 YEAR END WRAP UP AND PREPARATION FOR THE AGM

W. Orriss noted that December is a busy month with the year end wrap up and getting ready for the AGM. Information packets for the AGM will be posted on the website for those homeowners who have permitted email mailings and mailed to those without email.

## 8.0 OPEN FORUM

LOT 190– K. Zidar. Asked whether notices would be going out to homeowners that the AGM packet is available on the website. She also thanked the Social Committee for their support regarding the music machine and sound system.

Lot 154 – A. Wilson. Asked if the minutes could be posted prior to their approval so that the information is available to those not attending the meeting. The Board will take this under advisement.

LOT 181 – A. Carter. Supported A. Wilson’s comments.

LOT 206 – S. Birtch. Asked that homeowners that borrowed tools return them. He also apologized for a public disagreement over a staff firing.

LOT 68 – D. Keith. Asked if the outside perimeter walls could be raised to increase security. The Board will take this under advisement.

LOT 79 – P. Kmech. Stated that the Hall sound system is inadequate.

## 9.0 NEXT BOARD MEETING

The next Board of Directors Meeting will be held on January 10, 2012 at 2:30 p.m.

## 10.0 ADJOURNMENT

The meeting adjourned at 3:05 p.m.

W. Orriss  
President

K. Zidar  
Recorder

" APPENDIX A "  
BOD MITG  
DEC. 13, 2011

December 13, 2011

Architectural Committee Report

Date	App#	Lot	Description
11/14	119	4	Awning
11/22	120	7	Park Model & Shed
11/28	121	179	Extend Shed
11/29	122	77	Shed

*Stevan*  
"APPENDIX B"  
BOD MTG  
DEC. 13, 2011

- **MR. CHAIRMAN, MEMBERS OF THE BOARD.**
- **I'M PLEASED TO PRESENT THIS MONTHLY SOCIAL COMMITTEE REPORT.**
- **WE ARE CONTINUING OUR VERY ACTIVE SEASON. WE HAD A BREAKFAST THIS PAST SUNDAY; AND COMING UP — THE CHILDREN'S CHOIR THIS FRIDAY; A FULL-MEAL DEAL CHRISTMAS DINNER; AND A BIG NEW YEAR'S EVE PARTY.**
- **IN ADDITION, MONDAY COFFEE, BINGO, YOGA, CRAFTS, KARAOKE AND POKER ARE ON THE SCHEDULE.**
- **FINANCIALLY, WE ARE IN GOOD SHAPE & WE RECENTLY PURCHASED AND PAID FOR NEW POOLSIDE HAMMOCKS AND A NEW PRINTER.**
- **WITH REGARD TO OUR ANNUAL CHRISTMAS CHARITIES FUND, I'M PLEASED TO REPORT WE EXCEEDED OUR \$1,100 GOAL BY ABOUT \$100.**
- **SPECIFICALLY, THAT MONEY WILL GO TOWARD THREE NEEDY FAMILIES.**
- **THERE'S A DONATION BAG IN THE OFFICE FOR THOSE WHO MAY STILL WANT TO DONATE.**
- **AND THAT CONCLUDES MY REPORT. THANK YOU.**

"APPENDIX C"  
BOD MTG.  
DEC. 13, 2011

**COMMUNICATION COMMITTEE REPORT  
FOR DECEMBER 13, 2011 BOARD MEETING**

- There will be no meetings held until a quorum of committee members has returned to the Park. The individual members will continue to complete their committee work from their homes.
- The Social Calendar will continue to be available on the internet and hard copies posted and available in the library.
- A Recycling handout for Park Residents is almost ready for distribution.



RECYCLE REPORT TO BOARD OF RANCHO VENTANA

DECEMBER 13, 2011

STARTED MONTH WITH	\$331.10
THREE RECYCLE TRIPS	\$357.11
TOOL PURCHASE	\$542.02
MATERIAL FOR CAN TOPS	\$25.61
TOTAL ON HAND	<u>\$126.58</u>

Purchased lots of tools for Roody so please if anyone uses the tools please return them.  
Want to thank Bob Glover for fixing blower for park saving some expense.  
Have another volunteer to take recycle downtown with pickup thanks Del Honeycomeb.

  
Laurel Birch

Tool items

- respirating saw (battery)
- drill bits.
- 4 adjustable wrenches.
- slip pliers (2)
- putty scraper
- carb cleaner
- 3 set wrenches standard/metric
- lockit set 138pc.
- plus wire cutter.
- 2 - knives & blades.
- flashlights
- Paint Brushes
- 3/8 x 2 x 4 plywood (can tops)



**RANCHO VENTANA RV HOMEOWNERS ASSOCIATION  
OPERATIONS COMMITTEE MEETING  
December 5, 2011 @3:30 PM**

**AGENDA and MINUTES**

PRESENT: W Orriss, S Casorso, M Myers, S Hunley, Y Casarez, R Rascon,  
J Hensman

**AGENDA:**

1. Board welcome Rudy Rascon to the Park Staff
2. Using/hiring Park Staff and equipment
  - Board will add dump trailer to "Clarification" items
3. Maintenance work chain of command
  - Y Casarez, J Hensman, R Rascon, will be preparing "Go To Resource Lists"
4. "Pipe Colors" information
  - will become part of the Architectural Guidelines
5. Pool problems: cover not tracking properly, and heater questions
  - Y Casarez will contact cover manufacturer
  - ambient heat pump not option for Park
6. Fire hydrant cleaning will be scheduled
7. Palm tree pruning, liabilities and water issues
  - Board will add to "Clarification" issues
8. Signage needs
  - J Hensman, S Hunley will discuss priorities
9. AGM and year end preparation
  - Y Casarez, S Hunley will produce budget documents prepared by W Orriss, M Myers
10. WiFi and security cameras
  - S Casorso in final set-up phase

Meeting adjourned at 4:30

December 13, 2011

## Board Meeting Report

All of the materials for the AGM are completed, and will be on Rancho Ventana web page, before December 23, 2011. New Lot Owners will be contacted for email distribution permission forms. Please come by and see me to make sure you are not in arrears on your fees, so you will be eligible to vote.

New pool hour signs have been prepared and will be posted shortly. The new spa signs are posted and read "Please feel free to uncover, recover when finished Thank you".

Residents will be notified promptly when WiFi service is available for use.

Mary Harrison and Pat Worthington -White have created beautiful home made cards which are available in the office for sale. A portion of the proceeds is going towards the Children's Christmas Fund.

Yasika  
Park Manager

**RANCHO VENTANA RV RESORT COMMUNITY ASSOCIATION INC.**  
**3410 Arrowhead Blvd. Blythe, CA 92225**  
**Phone (760) 921-3600 Fax (760) 921-3160**

**DATE:** December 12, 2011

**TO:** June Deeley  
Rancho Ventana Lot #51

**RE:** Pool Hours

Our 'Frequently Answered Questions' document, item 12. (a), states:

During periods of cold weather, (when high temperatures are 60 (sixty degrees) or less), the pool may not be opened, as the cost of heating becomes prohibitively expensive. A note will be posted on the north side of the pool, during periods of closure. During good weather, generally the pool hours are from about 9:00 am (after the completion of all required maintenance) to sunset.

This year, Rudy is trying to complete the pool work earlier, and we are generally opening the pool from 8:00 to sunset. In order to clarify for all concerned, we are now going to have a specified closure time posted, which will be changed with the changing daylight. The new sign says for "December and January the pool hours will be 8:00 - 4:30, weather permitting."

We thank you for your question, and believe this change will clarify our pool and spa hours. We are providing our Pool Committee with copies of this letter to facilitate the change.

Sincerely,

Sylvia Hunley, Secretary  
Board of Directors