

**Rimrock Meadows Association
Director's Meeting
January 27, 2018—9 a.m.
Ephrata Senior Center
Ephrata, WA**

Board Members Present: Matt Walters, Vice President; Carolyn Johnson, Secretary; John Koppang, Chairman; Bill Higley, Treasurer; Dave Mayer; Jeff Deline; Cindy Alsop

Others Present: Kevin Danby, President; Michael Wyman, Attorney

Call to order and notation: John Koppang called the meeting to order at 9:10 a.m.

1. John Reviewed Code of Conduct and Confidentiality.
2. Chairman's Statement
3. Approval of September Board Meeting Minutes.
Bill made the motion to approve the September Board Meeting Minutes; Cindy seconded it. All were in favor. Motion passed.
4. Manager's Annual Review
Matt made a motion that the board enter executive session for 15 Minutes to discuss personnel issues, including the review of manager's compensation package. Bill seconded the motion. All in favor, and motion passed. Executive session began at 9:15 a.m. and concluded at 9:25 a.m. Cindy then made a motion to approve the compensation package for Kevin Danby and staff as proposed. Matt seconded the motion, and motion passed unanimously.
5. Committee Reports
 - a. Planning Committee: Cindy presented the draft of planning committee FAQ's and Reminders which include a review and summary of last year's activity. Last year the Planning Committee processed one of the highest numbers of building applications on record. As the result of the Planning Committee's efforts, members are seeing higher standards of building. The PC strives to protect members from having to suffer the nuisance from improperly built structures, messy lots, or a dumping ground for refuse, vehicles, and RV's. The PC is and has been working diligently on this matter, and the PC is accomplishing this by working within the standards set by Rimrock Meadows governing documents.

Cindy suggested the need to enter an executive session for half an hour to discuss potential litigation and enforcement of governing documents. Dave made the motion toward this and Bill seconded it. All were in favor. Motion passed. Executive session began at 10:00 a.m. It was necessary to

extend the session for an additional 15 minutes. Session concluded at 10:45 a.m.

The PC FAQ's and reminders sheet will be included in this year's annual mailing. Refer to said document for specifics.

W/E: Cindy made a motion to send member W and member E to collections for unpaid fines. Dave seconded it. All were in favor, and motion passed.

Matt made a motion to direct Kevin and Cindy to work with our attorney to come up with language to address the problem of unattended and vulnerable animals, and subsequently, a letter to be drafted to offending property owners so it can be remedied. Dave seconded it. All were in favor, and motion passed.

Matt made a motion to give the Planning Committee the authority to take similar actions and enforcement here on out, when this situation occurs. Bill seconded the motion and all were in favor. Motion passed.

- b. Fire Protection Committee/New Building Project: Kevin reported to the board the progress made in obtaining bids for the new steel structure for the firetrucks. Two bids were obtained and we are waiting on the third to come in.

6. Old Business

- a. Budget Review 2017— Kevin reported a good year primarily due to lot sales
- b. Clubhouse Partition Project—clubhouse room was divided into two rooms with the addition of a wall in the center with sliding barn doors.
- c. Snow Plow—A snowplow was purchased for the one-ton pickup.
- d. Dog Run—Kevin is waiting on the weather to put in the new dog run. All materials have been acquired for it including fencing and gate.

The board took a lunch break from 12:15 to 12:50.

7. New Business

- a. 2018 Budget— Kevin reviewed the budget for 2018. Dave made a motion to approve the 2018 budget, and Matt seconded it. All were in favor. Motion passed.
- b. Review Annual Meeting Documents— The board reviewed all of the annual meeting documents, and Bill made a motion to approve the annual meeting docs. Cindy seconded the motion, and all were in favor. Motion passed.
- c. Should Quorum Remain at 20%—Kevin reported that because of non-payment of dues, our voting membership reduced to 1,102 eligible

members from 1,199. The quorum is 201 this year. As stated by RCW we can go as low as 10%. Matt made a motion that we adjust the quorum to 10% in the bylaws in all the places necessary to convey the change. Bill seconded the motion. All were in favor. Motion passed and is effective immediately.

- d. Board Candidates—Bios for the board candidates are included in the annual meeting documents.
- e. Annual Meeting March 3—This year's annual association membership meeting is being held in Ephrata this year. The meeting, which has always been held on Sundays, will be held on a Saturday this year.
- f. Review Guest Policy—By-law 2.7 is being reviewed by the board. The language regarding tenants is being reviewed to see if it needs modified. Bill will be taking care of this.
- g. Winter Residents—the 180-day rule covenant violations were discussed and a Covenant modification for next year will be made to better clarify the 180-day rule and the enforcement of it.
- h. Land Trade— The board discussed boundary line adjustment and easement.

8. Manager's Report

- a. Winter Report— Kevin reported frequent 32-degree weather with rain this January.
- b. Year in Review—There was nothing more to add.

9. For the good of the order

The board will next meet on Saturday March 3, 2018 at 10 a.m. at the Ephrata Senior Center.

10. Adjourn

Dave made a motion to adjourn the meeting. Matt seconded the motion. All were in favor and meeting adjourned at 2:35 p.m.

Respectfully Submitted,

Carolyn Johnson, Secretary
February 8, 2018