



**The Fairways at Fieldcreek Ranch  
Board of Directors Meeting  
October 18, 2017**

**Board Present**

Jack Angaran – President  
Tom Duncan – Vice President  
Laura Miceli - Treasurer  
Gretchen Swope - Secretary  
Victoria Kahn -- Director

**Management**

Bob Kenyon – Community Manager  
Sierra Boothby – Provisional Community Manager

**Membership**

List on File

**1. Call to Order/Roll Call**

President Jack Angaran called the meeting to order at 6:35 pm. With all the Board Members present a quorum was established.

**2. Members Open Forum - Agenda Items**

12795 Silver Wolf Road – Bob Devin asked if the dumpsters used for fall clean-up were smaller than usually used. Mr. Devin was told that they are the same size as last year. The dumpsters have become increasingly popular among homeowners that are taking advantage of fall clean-up. Mr. Devin also shared that he had a young man clear the weeds from his vacant lot. The young man did a good job and did the work for a fair price. Mr. Devin is happy to give other homeowners this man's contact information. Jack Angaran reported that the Board is working with homeowners to have any undeveloped portion of their land be made fire safe.

**3. Appointment of New Board Members**

After some discussion, *Jack Angaran made a motion to appoint himself as the Board President, Tom Duncan as the Vice President, Laura Miceli as the Treasurer, Gretchen Swope as the Secretary and Victoria Kahn as a Director. Tom Duncan seconded the motion, the motion carried with all in favor.*

**A. Bank Signers**

*Jack Angaran made a motion to have Victoria Kahn be a bank signer along with the rest of the members of the Board. Tom Duncan seconded the motion, the motion carried with all in favor.*

**4. President's Report**

Jack Angaran had nothing to report at this time.

**5. 2018 Budget Adoption**

Treasurer Laura Miceli gave a quick summary of the budget. She explained that the budget now has a \$6,300.00 contingency. More was budgeted for snow removal. Seasonal gate enhancements and the clean out and maintenance of drainage easements were added to the budget. The total yearly expenses

are budgeted at \$57,000.00. With this budget, an assessment holiday at the beginning of 2018 should not hurt the Fairways at Fieldcreek, financially. *Gretchen Swope made a motion to adopt the 2018 budget as presented. Jack Angaran seconded the motion, the motion carried with all in favor.*

6. Approval of Minutes – July 12, 2017

Gretchen Swope gave a brief summary of the July 12, 2017 meeting minutes. *Laura Miceli made a motion to approve the July 12, 2017 meeting minutes as written. Victoria Kahn seconded the motion, the motion carried with all in favor.*

7. Financial Reports

A. Review of Reports – June 2017, July 2017 and August 2017

Laura Miceli reported that as of August 31, 2017 the operating account balance was \$186,000.00. The reserve account balance was \$371,705.00. Mrs. Miceli stated that there will be no need for any special assessments. Snow removal and clean out of drainage easements put the Fairways \$7,300.00 over budget. Jack Angaran stated that the overages (snow removal and drainage easement clean outs) were unexpected and have now been budget for going forward into 2018. *Gretchen Swope made a motion to approve the June, July and August 2017 financials as presented, subject to year end audit. Victoria Kahn seconded the motion, the motion carried with all in favor.*

B. Review of Bank Statements

The Board was provided with the Bank Statements for review.

8. Unfinished Business

A. Asphalt Engineer Report

Jack Angaran explained that an asphalt report was obtained from Sierra Nevada Construction. The report states that crack sealing should be done in 2018, as well as joint sealing and patching. A slurry coat was done in 2016. The roads are in good shape as of 2017.

B. Tree Lighting Bids – Connie Duncan

Connie Duncan was not present for the meeting to give a report on any progress with the tree lighting. Jack Angaran explained that the Landscape Committee went out for bids for seasonal lighting. A decision was made to do the lighting in-house with the help of Jeff Houston. Lights will be strung around the trees at the entrance for Thanksgiving and will be removed in March when the days get longer. Wreaths will be hung on the entry gates for Christmas. Jack Angaran thanked Jeff Houston for all that he does for the Fairways.

9. New Business

A. 2018 Reserve Study Adoption

Sierra Boothby called Mari Jo Betterly, the representative from Better Reserve Consultants so that the Board could ask any questions they may have. Laura Miceli asked Mari Jo if she will correct the number of units. Mari Jo had 68 units in the reserve study. The Fairways has 65 units. Laura also asked Mari Jo to adjust the year end reserve balance to show \$374,000.00 and to allocate \$2800.00 per year for drainage easement maintenance and cleaning. *Gretchen Swope made a motion to adopt the reserve study with the changes Laura Miceli asked for. Tom Duncan seconded the motion, the motion carried with all in favor.*

B. Financial Review by CPA – Open Sealed Proposal

This item has been post poned until the next business meeting.

10. Items to be on Next Agenda

- CPA Annual Financial Review

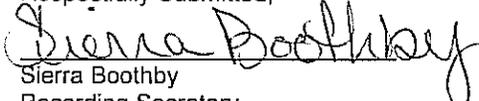
**11. Membership Open Forum**

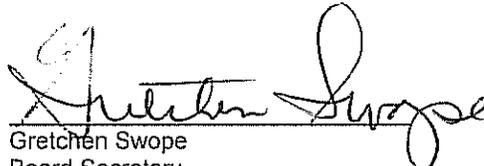
12855 Silver Wolf Road – Steve Cushing asked if the native vegetation growing between his home and the 13<sup>th</sup> fairway is the homeowner's responsibility to take care of. He was informed by the Board that it is his responsibility to maintain the native vegetation up to his property line.

**12. Adjournment**

There being no further business to discuss at this time, *Jack Angaran made a motion to adjourn the meeting at 7:02pm. Tom Duncan seconded the motion, the motion carried with all in favor.*

Respectfully Submitted,

  
Sierra Boothby  
Recording Secretary

  
Gretchen Swope  
Board Secretary