



4HRPOA Emergency Board Meeting

May 21, 2009

Time: 4:30pm – 5:30pm

Phone Conference Call

--- Meeting Minutes ---

Call to Order

4:30pm: Meeting called to order by Thad Johnson

Roll Call

Board Members Present:

Thad Johnson, President
Jennifer Marshall, Vice President
Sherrian Bloomquist, Vice President
Peggy Starnes, Treasurer
Tom Makofske, Secretary
Tim Starnes – Alternate Member - Road Committee Chairperson

Not Present:

Brad White, Alternate Board Member

Board Quorum achieved with 5 members and 1 Alternate Member present

POA Members Present:

None

Meeting Agenda

Primary purpose of this meeting is to review current finance situation and tasks planned for the next few months. Decisions will be made on how to proceed with the tasks while respecting the current financial situation.

Decisions to be made:

- Replace the transmission on the Grader (approx \$4500) as currently planned?
- Cinder light spots on Mineral Wells, High Butte, Red Bluff and Painted Rock (\$2552) as originally planned?
- Do a May Arterial Road Grading (using Ron @ \$95/hr, 40 hours = \$3800) as currently planned?
- Do a Sep Arterial Road Grading (using Ron @ \$95/hr, 40 hours = \$3800) as currently planned?
- Do a Summer Collector Roads Grading (using 4HR operator and grader = \$3339) as currently planned?
- Repair Pouquette Tank (when and how) as currently planned?
- Repair High Butte Road (when and how) as currently planned?
- Approve materials for the Common Roads (\$4000), not currently planned?

Meeting Process

Due to a limited time constraint for the meeting, Thad outlined a process to review each Agenda topic quickly and for each member to state reasons and recommendations prior to a motion being stated and a vote made. Thad would state the motion based on the

discussions. Thad would not vote unless a deciding vote was necessary since he felt most these decisions would be executed after he has left the Board.

For each agenda item -

1. Each person has up to 2 minutes to state their recommendation and supporting case (2 minutes is longer than you think and is plenty of time to state your recommendations and reasons succinctly)
2. After everyone states their case, each member can ask clarifying questions (this is not an opportunity to restate your case, but rather ask others questions about their point of view)
3. After everyone has had a chance to ask questions, Thad will make a motion based on what he thinks the majority supports and ask for a 2nd to the motion
4. If a 2nd to the motion is made, the Board will vote on the motion
5. If no 2nd to the motion is made, Thad will ask someone else to make a motion, and ask for a 2nd on the motion; if a 2nd is made, the Board will vote on the motion, otherwise Thad continue asking for a motion and 2nd until one is accepted.
6. After a motion is passed, the Board will move on to the next agenda item
7. At the end, the Board will prioritize the list in case there isn't enough funds to do all tasks

This document will capture each motion and voting results

Meeting Topics/Decisions

1. Replace the transmission on the Grader (approx \$4500) as currently planned?

Motion by Thad Johnson to set aside funding to do the repair, but don't actually repair until a proper transmission is found and additional information is obtained from expert/knowledgeable sources regarding the grader. Prior to approving the repair, another vote from the board would be conducted.

Second by Sherrian Bloomquist

Motion Passed with 3 Yes Votes, 1 No Vote

2. Cinder light spots on Mineral Wells, High Butte, Red Bluff and Painted Rock (\$2552) as originally planned?

Motion by Thad Johnson to NOT add the 9 yards of cinders this year, but treat them as Hot Spots next year.

Second by Peggy Starnes

Motion Passed with unanimous vote of 4

3. Do a May Arterial Road Grading (using Ron @ \$95/hr, 40 hours = \$3800) as currently planned?

Motion by Thad Johnson to do the Arterial Road Grading using Ron as soon as possible.

Second by Jennifer Marshall

Motion Passed with unanimous vote of 4

4. Do a September Arterial Road Grading (using Ron @ \$95/hr, 40 hours = \$3800) as currently planned?

Motion by Thad Johnson to postpone approving the September Arterial Road grading, and to make a decision at the September Board meeting after obtaining more recent information of our financial position and the condition of our grader.

Second by Tom Makofske

Motion Passed with unanimous vote of 4

5. Do a Summer Collector Roads Grading (using 4HR operator and grader = \$3339) as currently planned?

Motion by Thad Johnson for the Board Members to survey the roads in their areas and provide a list to Tim Starnes prior to the General Meeting. The list can be communicated to the POA Members and a vote taken at the June Board Meeting for implementation over the summer.

Second by Peggy Starnes

Motion Passed with unanimous vote of 4

6. Repair Pouquette Tank (when and how) as currently planned?

Motion by Thad Johnson to allocate the \$1600 to repair the Pouquette Tank area as planned.

Second by Peggy Starnes

Motion Passed with 3 Yes Votes, 1 No Vote

7. Repair High Butte Road (when and how) as currently planned?

Motion by Thad Johnson to delay the High Butte Road repair and revisit it prior to the fall arterial road grading (in August/September).

Second by Tom Makofske

Motion Passed with unanimous vote of 4

8. Approve materials for the Common Roads (\$4000), not currently planned?

Motion by Thad Johnson that due to current cash flow concerns, approve \$2000 now with the intent to pay HMR the balance of \$2000 after the fall grading.

Second by Peggy Starnes

Motion Passed with unanimous vote of 4

An updated 4HRPOA Budget is located in the Appendix of this document.

Closing

- Adjourn

Motion was made by Peggy Starnes to adjourn the meeting

Second by Jennifer Marshall

Motion Passed with unanimous vote of 4

Meeting Adjourned at 5:30pm

Tom Makofske, Secretary, Four Hills Ranch POA

Appendix
4HRPOA Emergency Board Meeting Minutes
May 21, 2009

Four Hills Ranch POA - 2009 Budget

Current Cash & Unrecorded Payments: \$ 18,254.08 Members that are late only for 2009
Ending Cash: \$ 1,771.08

	Annual Plan	YTD Actual	Budget Delta	5/21 Approved Expenses	
Road Maintenance & Upgrades					
Grader purchase	\$10,000.00	\$ 10,000.00	\$ -		
Grader repairs & maintenance	\$8,000.00	\$ 2,593.80	\$ 5,406.20	\$ 4,500.00	transmission repair
Grading-Diesel (@ 2.20/gallon, 7 gallons/mile)	\$1,715.00	\$ 1,995.90	\$ (280.90)		fuel for 35 miles of collector roads
Grading-Operator hours (@ \$20/hour, 4 hours/mile)	\$13,356.00	\$ 1,795.00	\$ 11,561.00	\$ 3,800.00	2 arterial road gradings, 35 miles of collector roads
Arterial roads materials (cinder, stone, etc)	\$66,000.00	\$ 63,220.50	\$ 2,779.50		232 ordered, 223 delivered; balance of 9 cinder loads to cover light spots on Mineral Wells, High Butte, Red Bluff & Painted Rock
Misc Roads repairs	\$5,000.00	\$ -	\$ 5,000.00	\$ 1,600.00	
Small tools	\$0.00	\$ 1,308.94	\$ (1,308.94)		DR Power Grader
Emergency Road Repair Reserve	\$ 2,500.00	\$ -	\$ 2,500.00		
HMR Common Road Assessment	\$ 7,483.03	\$ 7,483.03	\$ -		
HMR Joint Road Committee Special Project	\$ 4,000.00	\$ -	\$ 4,000.00	\$ 2,050.00	Gravel for Big Elk
Insurance - Liability	\$ 3,742.00	\$ 766.00	\$ 2,976.00		
Insurance - Crime Package	\$ 553.00	\$ -	\$ 553.00	\$ 553.00	Insurance payment
CPA Financial Services	\$ 800.00	\$ 550.00	\$ 250.00		
Bookkeeper Fees	\$ 4,300.00	\$ 1,635.18	\$ 2,664.82	\$ 2,400.00	May - Dec
Administrative Fees	\$ -	\$ -	\$ -		
Income Tax	\$ 50.00	\$ 50.00	\$ -		
License / Permits	\$ 10.00	\$ 10.00	\$ -		
Legal	\$ 2,500.00	\$ -	\$ 2,500.00		
Lien Filing	\$ 500.00	\$ 462.00	\$ 38.00		
POA Expenses:	\$ 1,500.00		\$ 745.20		
Postage		\$ 209.51		\$ 250.00	Annual meeting expenses
Supplies		\$ 27.72		\$ 30.00	Annual meeting expenses
Printing		\$ 307.57		\$ 200.00	Annual meeting expenses
Meeting Expenses (rooms)		\$ 50.00		\$ 350.00	Annual meeting expenses
Web Hosting		\$ 60.00		\$ 60.00	URL and web hosting expenses
POA Mailbox		\$ 100.00		\$ 100.00	mailbox rental
Total		\$ 754.80			
Travel Reimbursement	\$ -	\$ -			
Misc.	\$ 2,000.00		\$ 835.23		
Northwest Entrance Sign		\$ 1,164.77		\$ 600.00	Cement for sign installation
Total Expenses	\$ 134,000.03	\$ 94,544.72	\$ 40,219.11	\$ 16,493.00	