

RUBY STAR AIRPARK PROPERTY OWNERS ASSOCIATION

Minutes of a meeting of the Board of Directors March 19, 2014

A meeting of the Board of RSAPOA was held on March 19th at the home of Mike and Wendy Magras.

The meeting was called to order at 18:05 Mountain Standard Time.

1) Roll call

Directors Present: Wendy Magras (president), James Lyne (vice president) by phone, Ben Duncan (secretary), and Randy Wells (director at large).

Members Present: Madonna Taylor, Mike Magras

2) Welcome and call to audience for comments and presentations

- Madonna Taylor congratulated those involved on a successful fly-in.

3) Motions approved by email

- Wendy explained that she'd like to approve motions as much as possible at meetings rather than email.

4) Approval of Meeting Minutes

Motion by Wendy Magras to approve the minutes from the February 15th, 2014 meeting as written

- 2nd by James Lyne
- Discussion:
 - o There was some discussion about adding the new enforcement policy to the end of the minutes and putting a note in the body of the email about renewed enforcement efforts by the board as of 1 January 2014. Ben agreed to draft some wording and send to the board before relaying it to members.
- All present voted "aye"
- Motion carried

5) Treasurer's Report

- Madonna Taylor reported account balances and major expenses
- Report is attached
- Wendy is still changing credit card authorized user from Holly to Wendy
- There are \$26,000 dues outstanding, 4 delinquent members (one of them may be going into bankruptcy and the board discussed putting a lien on that property)
- The financial details (cost vs. revenue) for the fly-in are not available yet
- There are 2 bills to be paid now:
 - a) \$50 to our attorney
 - b) \$70.56 to the brush clearing company

Motion by Ben Duncan to pay these two bills.

- 2nd by Wendy Magras
- Discussion:
 - o Wendy noted that we also owe \$50 for state taxes

Revised Motion by Ben to pay attorney bill, brush clearing bill, and state tax bill.

- 2nd by Wendy
- Discussion:
 - o None
- All present voted “aye”
- Motion carried

- The treasurers report did not include a year to date accounting on the boards budget worksheet but Madonna will work to get those details included in future reports.

- Wendy noted that Madonna needs training on Quickbooks. She asked if anyone present was able to train her. None offered. Wendy and Madonna will be working on improving their Quickbooks skills. Help from members is welcomed.

Motion by Wendy Magras to accept the treasurer’s report

- 2nd by Ben Duncan
- Discussion:
 - o none
- All present voted “aye”
- Motion carried

6) CC&R Update

- Wendy asked all board members to read and become familiar with the changes by next meeting and to bring notes for discussion.
- James Lyne suggested that after the April meeting, we send a draft to our attorney for review.
- Madonna recommended taking the vote for changes item by item as opposed to trying for approval of the entire update as a whole. The board will discuss more at the next meeting.

7) Property Management Company

- The board discussed the possibility of hiring a property management company to assist the Airpark with financial management, administration and CC&R policy enforcement
- Madonna explained that the quote she received was \$3000 per year and covered the financial management portion.
- The board discussed that the greatest need for the Airpark is the enforcement portion.
- Madonna agreed to inquire with her contact about the cost of inspection and enforcement services.

8) Road Maintenance

- Wendy explained the problem of roadways in more than 10 areas around the airpark being eroded at wash crossings.
- Mike Magras offered to work with Carl Taylor to move dirt, rocks, and clean out culverts

- Mike commented that the loss of dirt along the edges of the runway looks to be naturally stabilizing

Motion by Wendy to reallocate \$1500 budgeted for runway maintenance to now be used on maintaining all roadways and runway (whichever appears to be highest priority and to allow Carl Taylor and Mike Magras to use those funds on highest priority projects as they see fit.

- 2nd by Ben Duncan
- Discussion:
 - o None
- All present voted “aye”
- Motion carried

9) Carl Taylor’s pay

- Wendy Magras explained that we have been paying Carl Taylor \$15 per hour for his services. It’s a low wage for the valuable service he provides to the Airpark.

Motion by Ben to raise Carl Taylor’s hourly pay to \$20.

- 2nd by Wendy
- Discussion:
 - o None
- All present voted “aye”
- Motion carried

10) Moving Dirt

- Wendy explained that Jim Murrell has a dump truck that the Airpark may be interested in acquiring
- Mike Magras explained that a dump truck for hauling dirt appears to be as important to Airpark maintenance as a backhoe. Too much time and resources are being spent using the backhoe’s loader bucket to haul materials.
- The Board discussed the pros and cons of acquiring Jim’s dump truck but more details are needed.
- Wendy agreed to try to arrange a deal that she can present to the board.

10) Common Area Development

- Randy Wells suggested and volunteered to create a committee that will generate ideas, concepts and drawings for development of the Airparks common areas. He said he will work to get the committee formed by next meeting
- Wendy Magras mentioned that, based on the number of inquiries she has received, hangers would fill quickly if they were available on the Airpark.

11) To-Do List

- The Board went through the to-do list item by item, updated and added many items.
- Marketing the Airpark did not make the list but Wendy wants to revisit that subject at the next meeting.

12) Policies and Procedures

- Regarding the current Board’s internal policy requiring a majority Board vote before contacting our attorney, Wendy wanted to clarify a timeframe for that vote. She suggested

a 5 day limit on the voting time frame. At the end of 5 days, existing votes shall decide. The Board members present agreed.

13) New Treasurer

- After discussion of using Madonna Taylor as a treasurer vs naming a Board member Treasurer, Randy Wells volunteered to be the Board's Treasurer and noted that he will be grateful to use Madonna Taylor to help with performing Treasurer duties.

Motion by Wendy to make Randy Wells Treasurer.

- 2nd by Ben
- Discussion:
 - o None
- All present voted "aye"
- Motion carried

14) Meeting Date Regularity

- Randy Wells suggested that the Board try to designate a common day/week of the month for regular board meetings. For example, the 3rd Wednesday of each month.
- The Board members present agreed to try to implement this improvement.

15) Fly-in

- Wendy reported that the fly-in resulted in 2 parties with possible interest in lot sales.
- Wendy also noted that we received some interest in hanger rental but didn't get any tie-down inquiries that she is aware of.
- Randy Wells suggested adding fun activities next year such as a flour-drop
- Randy also recommended that we send a representative to visit fly-groups well in advance.
- The fly-in committee has a debrief meeting planned in the coming 2 weeks.

Adjournment

Next meeting of the Board will be:

Date: Third Wednesday of April

Time: 6:00pm

Location: Home of Mike and Wendy Magras

Motion by Wendy to adjourn.

- 2nd by Ben
- Discussion:
 - o None
- All present voted "aye"
- Motion carried

Meeting adjourned at 7:45pm.