

| Board Members | Office | Areas of Responsibility | Neighborhood | ATTENDANCE |
|----------------|-------------|---|----------------------------|------------|
| Barry Clarkson | President | Communications, Legal, Water | Upper Slide | PRESENT |
| Kurt Jacobsen | V.President | Headquarters | Crawford East & West | PRESENT |
| Brad Hunt | Treasurer | Agriculture, Social Media Relations, Web Dev. | Lower Ranch | PRESENT |
| Kathy Pierce | Secretary | Cabins, Reservations, | Johnie Brown | PRESENT |
| John Harris | | Fire Protection, Public Safety, Security, Roads | Meadow Canyon, Pipeline | PRESENT |
| TBD | TBD | TBD | TBD | N/A |
| Larry Clarkson | | Equipment Operations, Fishing Ponds, Wildlife | Lower Slide | PRESENT |

DSROA Board of Directors Meeting

Saturday, October 12, 2019 – DSROA Ranch Headquarters

An executive session was held prior to this meeting

1. Welcome/Prayer/Roll Call

1.1. The Board and Members were welcomed by newly re-appointed Association President, Barry Clarkson. A prayer was offered in the executive session. An announcement was made that Phil Hall had turned in his resignation for reasons of health and other, during the executive session and the Board had accepted it. Barry Clarkson notified those in attendance that a new Board Member would be appointed in the near future.

1.2. Roll call was conducted:

- The following Board Members were present in person: Barry Clarkson, Kathy Pierce, Brad Hunt, Larry Clarkson, Kurt Jacobsen, John Harris.
- Others present in person: Dale Clarkson (Lot 166), Scott Koller (Lot 15), Mike McNichols (Lot 270), Joe & Candy Bosze (Lot 107), Tammy Hunt (Lot 149), Brent Fullmer (Lot 117), Jeff & Tina Collins (Lot 121), Michael & Teresa Jordison (Lot 67) & friends, Rachel Hunt (Ranch Caretaker) and Mariah Wheeler (Office Administrator).
- Others present by phone conference: Vance Green (Lot 156)
- Board Member(s) not present: None

2. **Presentation and Approval of Minutes** – The Board Meeting Minutes from the August 2019 meeting were prepared and presented to the Board by email prior to the meeting. Larry Clarkson requested a change to note his attendance by phone for the August 2019 meeting. A motion was made by Larry Clarkson to accept the meeting minutes with the change of his attendance. Brad Hunt seconded the motion. The motion passed by unanimous vote. Kathy Pierce, Secretary, signed the approved meeting minutes.

3. **Financial Report** – Office Administrator, Mariah Wheeler, led the report. The purpose of the report was to provide a financial forecast at the beginning of 4th quarter including a projection through the end of the year. Several charts were provided to the Board of Directors and other copies distributed to the members, for reference and questions. They included:

3.1. **2019 DSROA End of Year Financial Projection** – noting anticipated remaining income to be: \$12,900.00.

Anticipated expenses for the year to be (excluding special projects): \$51,674.00. Current Budget money left to be spent: \$32,811.00. Current over budget total: \$16,607.00. A final projection noted that at end of year, the 2019 budget would be over spent by \$21,680.00. The projection noted that an estimated \$10, 689.00 would need to be transferred from Savings to reset the baseline amount in the Main and Caretaker checking accounts.

3.2. **DSROA Capital Improvements (savings) Account Record** – a chart was provided noting the current balance to be \$34,864.00 with each of the following categories containing ear-marked money for big ticket improvements:

3.2.1. **Ranch House Solar Batteries** – \$4,200. Currently in need of replacement. Joe Bosze has them on order and will be bringing them up to the ranch when they arrive. A decision from the Board to utilize the savings account for all or a portion of the funds towards the purchase was offered. The other option presented was to use the ear-marked budget money to pay for the batteries and not touch the savings account. A decision will be made later in the year.

3.2.2. **Headquarters Water Pump** - \$5,000.

3.2.3. **Headquarters Generator** - \$5,000.

3.2.4. **Unleaded Gasoline Tank** - \$3,000.

3.2.5. **Miscellaneous Repair Reserve** - \$2,000.

3.2.6. **Unearmarked amounts total** - \$15,664. From this amount will be drawn the projected \$10,689.00 to bring the checking account balances back to baseline to begin 2020.

3.3. **2019 DSROA Income & Expense B.O 3rd Quarter Pie Chart Report (accidentally labeled, should have been B.O. 4th Quarter Report).** Back of chart displayed the EOY 2018 DSROA Income & Expense Pie Chart.

3.4. **DSROA Statistical Snapshot** – cabin usage, water contracts, lots current on assessments, ownership changes, end of year reserve deposit (n/a at this time), Water testing results chart.

4. **Ranch Caretakers Report** – Rachel Hunt

4.1. General Duties: Rachel Hunt noted that the upper cabins will be closing down for winter at the end of the week. Continuing with cabin turns and laundry for cabins being used by the members. The petting zoo goats are being advertised for sale at \$50/goat. Brad Hunt noted that 4 goats will soon be sold to individuals he was aware of. A question was raised on the other animals at the ranch having a home for the winter. Rachel reported that she may contact a company in Orderville to take the bunnies. The lamb has a home in Kanab.

4.2. Barry Clarkson inquired on the status of Cabin 3: Joe Bosze reported the cabin has been painted, the Collins replaced old flooring with new, as well as demoing the cabinets. New cabinets and granite countertop with new sink and faucet assemblies. A used Kitchen table and chairs was purchased and refinished for the cabin. Future improvements include: sink/toilet wall of bathroom to be replaced with new wall material, refrigerator and future furniture. A question was raised on timeframe to complete the bathroom remodel. The Collins suggested it would only take a couple of days if the materials were on hand. It was determined that materials will be purchased and installed. Soft furniture would not be purchased until the cabin mouse proofing has been completed. Mattresses can be purchased through Barry Clarkson and the contacts he has in the hotel industry. Furniture will be looked for at yard sales in Las Vegas for good deals on excellent quality furniture. Barry Clarkson also noted that he has access to pine bunk beds for use in the cabins. They will need some sanding and mattresses, but are sturdy and a good value.

4.3. Barry Clarkson inquired regarding how many fridges would need to be purchased for cabins. Brent Fullmer responded that 5 new refrigerators would need to be purchased. A discussion was held regarding the timing of the propane company switch and the fridge problems. Brent Fullmer will research the propane ingredients with Garkane, to assist in determining if that switch created a problem and how these appliances might be altered to be more acceptable of the new propane. After Joe Bosze shared an idea regarding replacing the innards of the refrigerators for a less expense price than replacing them, he was assigned to do the research and present it to the Board.

5. **Clarification of DSROA Rules and Regs 1.01.06 on time frame of contact** – The current Rules and Regs denote a 24 hour notification time in case of cleaning or damages fees. Due to communication deficiencies and schedules, it was determined that longer notification time was needed. Kathy Pierce motioned that the contact time be 3 days or 72 hours. Kurt Jacobsen seconded the motion. The motion was passed unanimously. Barry Clarkson requested Mariah Wheeler to have the Rules and Regulations updated to include the change.

6. **Clarification on DSROA Cabin Cleaning Fees** – Concern was raised regarding appropriate fee assessment in the event of excessive laundry or cabins being left uncleaned. Measures have been taken to improve the responsibility of members to keep the cabins clean and for responsible use of linens. The discussion was opened for member or Board input on how cleaning fees (often quite subjective in nature), should be assessed. Many topics were discussed including: emphasizing the need for members to be conservative in dirtying linens with a note that blankets and quilts are washed periodically throughout the season. Barry Clarkson noted he will include that in the next newsletter. Other topics of discussion included: the gathering of laundry from cabins, additional washing machine purchase with additional linens, pet fees for additional laundering, other methods of laundering cabins, etc. It was decided that the discussion would be continued in the spring when procedures may likely be different.

7. **Discussion on Cabin 7 remodel and winter use** – Kathy Pierce reported that final steps are being taken to have Cabin 7 ready for winter, including the most recent installation of the insulation under the cabin, which has been long awaited. It is anticipated that Cabin 7 will be ready by Thanksgiving for members to use.

8. **Discussion on Cabin 8 renovations** – Kathy Pierce noted that through the winter the project can be worked on and should be available for use at opening of cabins next year. Barry Clarkson admitted negligence in having an understanding on her proposed budget for Cabin 7 renovations and requested that Kathy Pierce prepare a bid on renovation costs for Cabin 8 and present it to the Board. Kathy Pierce will provide the information at the next Board

Meeting or before. (11/16/2019 – *CORRECTION* – Kathy Pierce had previously provided a renovation bid to the Board)

9. **Discussion on Gas & Diesel Ordering** – A concern was raised regarding the handling of bidding and ordering of Gas and Diesel products. Barry Clarkson noted that there will be restructuring of jobs and tasks and this is particular item should be a Board assignment beginning immediately.
10. **Questions** – Barry Clarkson opened the floor for questions from the members regarding their concerns and goals for the future of the ranch. The following items were brought to attention:
 - 10.1 Joe & Candy Bosze commented on the success of receiving equipment maintenance bids from member, Don Ray, who will charge only \$95/hour for maintenance work and no travel time. Other bids were received from Littles Diesel repair and Bowman's Diesel, in Kanab. The other bids were too high and included travel time. Don Ray's bid to service equipment was suggested to the Board, to keep as a permanent arrangement.
 - 10.2 Also proposed by Candy Bosze was that the annual auction funds, bringing in \$1,300.00 in September of this year, could be used to purchase a large canopy for meetings at Ranch Headquarters and other items the members could utilize while at Headquarters. Those items were not clarified. Candy also noted that there were over 100 people attending the annual meeting. This is an increase from previous years and is a grateful increase to have more member input.
11. **Adjournment** – The meeting was adjourned with the next meeting following on Saturday, November 16, 2019 in St. George, Utah at the office of Clarkson and Associates.

The Executive session held prior to the meeting was reconvened following the meeting.

Kathy Pierce, DSROA Secretary

DSROA Board of Directors:mw