

MINUTES
Rabbit Run Homeowner's Association
Board of Directors Meeting
January 22, 2007

Members present: Maria Gnas, Kelly Stone, Richard Potts, Lisa Lear, Jim Tudor, Kelly Stone, Bob Simpson, John Elias

Others present: Jorge Lancho, Susan Lancho, Kirk Lear, Brad Hatton

President Jim Tudor called the meeting to order at 6:34 p.m.

The minutes of the November meeting were reviewed and approved and had been placed on the website. There was no December meeting.

Financial Report

In Clare's absence Jorge provided the financial report, which continues to show significant activity via rentals at the recreation center (\$1,075 collected in rental fees since November 1, 2006.) Jorge has been personally following up with residents who are past due in paying their annual fees. Several have submitted payments. Eleven members' accounts remain outstanding, for a total of \$9,964.81. Ten of the 11 residents who are outstanding are the same as last year. Collections continue to improve year to year, however. A bank account has been located for one resident who has perpetually ignored fees notices, and we will attempt to collect back payments via this account. Liens will be filed on the properties of those members who do not pay dues by January 23.

The annual audit files have been sent to the auditors.

Jorge reviewed the monthly bills to be paid with the board.

Old/New Business

- a) **Visit with Santa** – The visit with Santa was a success, with 41 adults and 27 children attending. Rick Strein participated again this year and was a huge hit. Children (and one pet) were photographed with Santa and refreshments were served. Each child received a goodie bag with special prizes and candy.
- b) **Coke machine** – Coca-Cola has indicated that the Coke machine in the pool area doesn't sell their established minimum quota, and therefore Coke has removed the machine. The board discussed possibly purchasing a machine for the Association to fill as needed to sell drinks in the summer.
- c) **Bank signature cards** – Jorge distributed signature cards for all board members to sign.
- d) **Tree trimming** – Sharp Lawn will be trimming trees in the neighborhood to help with street tree maintenance.
- e) **Neighbors Helping Neighbors** – Five Rabbit Run residents have signed up to assist with this new, neighbor assistance program. Jorge and Susan have not

fielded any requests for assistance. Jorge has developed an intake form to use for this program so that requests are adequately documented.

- f) **Street parking** – Lancho Management Group has developed letters for the board to send to residents for discouraging street parking, encouraging street tree trimming, and notifying residents about barking dogs. However, there are some limitations on what can be done to enforce these issues. It was suggested that Councilman Jay McChord be contacted to determine what authority the city has regarding these issues.

g) **Pool supplies** –

- a. The pool management company has recommended that the board consider the purchase of a lifeguard stand. Some quotes for the stand exceed \$1,000. The board discussed whether or not the stand is needed and believed more research should be conducted.

Action Item: Jorge to research other options on lifeguard stand.

- b. Drywall work in the pump room will be needed.

h) **Recreation Center improvements**

- a. **Painting** – The management company recommended obtaining bids for the repainting of the interior of the recreation center. The center is being used a great deal and the walls reflect this. Richard made the motion and Jim seconded approval to obtain bids and proceed with the painting project. The motion carried.

- b. **Catering Kitchen** – The kitchen is also in need of upgrades, including a new stove, new cabinets and counter, and painting. The board agreed that the stove and dishwasher could be donated to a charity.

- c. **Plants** – Silk/faux plants could be purchased for the multi-purpose room to warm the room a bit for parties and other functions.

Jim made a motion and Richard seconded preparing a plan for improving the kitchen and making the necessary upgrades, and for purchasing plants. The motion carried. The increase in the facility's rental has generated additional income that will assist in covering these upgrades, which will make the center a more attractive facility for members to use.

Action item: Lancho Management Group is to obtain bids for painting and renovation work, develop a plan for upgrading the kitchen, and purchase silk plants.

- d. **Initiation fee for new members** – Maria shared with the board information regarding a new member initiation fee that is assessed by other homeowner's associations in the area, including Palomar Homeowner's Association. In Palomar's case, the fee is \$70 and is collected at the time of closing. The board discussed the pros and cons of generating some additional revenue through this fee, but some believed that other associations provide more of an initial service for residents as a result of this fee (such as customized mailboxes). The discussion was tabled for a future meeting.

- e. **New playground tarps** – Jorge reported that new, heavy-duty tarps are needed for the playground, as the existing tarps are ripped and faded. Kelly advised that he had information regarding the vendor used for the original tarps.
Action: Kelly to provide Jorge with tarp vendor information. Jorge to order new tarps.
- f. **Pool management contract** – Jim advised Brad that the board would need to have a new pool management contract to review each year, to comply with by-laws. Brad shared information about the 2006-2007 contract agreement. Jim moved and Richard seconded approving the contract for this year and agreeing to Brad’s recommendation. The motion carried.

Richard requested that Brad add language to his contract re: managing the pool service in a “fiduciary manner for RRHA.” Brad agreed.

The board agreed that they would need to bid out the contract each year in June in order to obtain bids in a timely fashion for review.

The board relayed to Brad various concerns regarding the previous pool season, including trash in the pool area and outside the fence, the timing of deck cleaning, umbrella closures, etc. Brad advised that he appreciated timely feedback and would look into all concerns.

Richard asked Brad to attend all summer meetings, and advised that the first 15 minutes of each meeting would be devoted to covering pool management issues.

- g. **Wading/baby pool** – Geddes Pools will conduct a test in mid-February on the wading pool to determine where it is leaking. The leak is significant. Riley and Richards have already conducted an assessment. The fee for Geddes Pools is \$350 (for pressure testing).
- h. **Fence** – Kelly advised that the fence around the pool was in dire need of repairs. Richard and Jorge are researching fence improvements, and plan to have improvements made this spring.
- i. **Rules and Regulations** – Susan distributed a draft copy of the 2006-2007 Rules and Regulations with various updates and asked the board to review these updates for discussion at the next meeting. She and Jorge also confirmed that the board desired for rentals of the multi-purpose room to only be offered to Recreation Center members (for \$25, or \$75 for commercial purposes). The board confirmed this rule, and advised that if anyone outside membership wishes to use the facility, a member must sign for the rental and assume full responsibility.

Richard made a motion to adjourn the meeting and Kelly seconded it. The meeting adjourned at 8:06 p.m.

Respectfully submitted,

Susan Lancho