

**January 10, 2009, minutes of Board Meeting
Of Swains Creek Pines Lot Owners Association**

Meeting called to order a 10:08 AM. Alan Zellhoefer, Frank Pearce, Cathy Jones, Bob Runkle, Paul Hicks, John Ewing, Jayne Alcorn, Dale Gardner and Cheryl Case present. Bill Rodreick, Manager, also present.

Secretary's report: Cheryl Case – Paul Hicks moved to accept the October 4, 2008 minutes. Seconded by Cathy Jones. Motion carried.

Treasurer's report: Cathy Jones – current assets are \$107,540; total assets are \$301,852; positive cash flow from 2008 is \$6,815. Paul Hicks moved to accept Treasurer's Report. Cheryl Case seconded. Motion carried.

Balances: Petty cash account, \$300.00. Reserve to Preserve \$80,105.80. General fund account \$27,245.30

Nominate temporary Chairman:

Cheryl Case nominated Alan Zellhoefer to be temporary Chairman. Seconded by Dale Gardner. Motion carried. Alan elected temporary Chairman.

Adjourn: Paul Hicks moved to adjourn. Frank Pearce seconded. Motion carried. Meeting adjourned at 10:12 AM. John Ewing thanked for his service on the Board.

Meeting called to order at 10:13 AM. Alan Zellhoefer, Frank Pearce, Cathy Jones, Bob Runkle, Paul Hicks, Jayne Alcorn, Dale Gardner, Bill Moser and Cheryl Case present.

Cheryl Case nominated Alan Zellhoefer to be Chairman. Seconded by Jayne Alcorn. Alan was elected Chairman. Frank Pearce nominated Cheryl Case to be Secretary. Cathy Jones seconded. Cheryl was elected Secretary. Cheryl Case nominated Frank Pearce to be Vice-Chairman. Paul Hicks seconded. Frank was elected Vice-Chairman. Frank Pearce nominated Cathy Jones to be Treasurer. Seconded by Dale Gardner. Cathy was elected Treasurer.

Committee assignments were made (see below).

Manager's report by Bill Rodreick. We will have some issues this spring with the construction of the well. Fish will not be planted as early this year based on what happened last year at Memorial day. The windscreen at pavilion needs to be replaced. There are currently two reservations for pavilion use.

Committee reports:

A. Finance Committee – Cathy Jones, Chairman. Frank Pearce, Vice-Chairman.

- a. Liens. Two liens were satisfied in 2008, 24 were filed.
- b. Reserve to Preserve – Irene Briggs reviewed changes. The GMC truck has been eliminated; \$20,787.41 currently allocated for GMC truck adjusted to transfer contributions for 2007, 2008, and 2009, in the amount of \$9730 per year. This brings the balance from the GMC truck fund to \$1230.11. The funds are discretionary. There was discussion regarding the 2008 balance (net income) of \$6815, the option to transfer funds to the Reserve To

Preserve account, and funding for the horse fence project. There was discussion regarding the fence for the horse corral, and the perimeter fence. The rancher in Strawberry, Merlin Esplin, should be responsible for at least half of the west perimeter fence.

- c. Budget – Cathy Jones – budget reviewed. Approximately 1,000 square feet of pavilion screen is needed, including grommets and a hem at the bottom, for an estimated cost of \$750.00, to be disbursed from Reserve To Preserve account. Newsletter will be changed to two mailings for 2009. Lien fees estimated at \$250.00. Discussion regarding horse pasture fence, and perimeter fence. Budget includes \$2,000.00 for perimeter fence; the horse pasture fence should be in the Reserve to Preserve account. Frank suggested we establish a ‘capitalization policy’, to designate expense/repair, or replacement. The Board has discretion to decide if an item is an expense or capital. Rule of thumb has been an amount \$500 or less is an expense. Cathy Jones moved to propose a policy where when an expense is a minimum of \$500 and the life expectancy is a minimum of three years, it is a capital expense. Seconded by Frank Pearce. No vote was taken on this budgetary issue. The Board has discretion to designate expense or capital expense. Following discussion and amendments to proposed budget for 2009, Paul Hicks moved to accept budget as amended. Cheryl Case seconded. Motion carried. Cathy to submit finalized budget to Board.

B. Legal Issues Committee – Bob Runkle, Chairman. Bill Moser, Vice- Chairman. Cathy Jones to assist.

- a. Security – no report
- b. Public Easements - no report
- c. Insurance - no report

C. Property & Facilities Committee – Jayne Alcorn, Chairman. Dale Gardner, Vice-Chairman. Frank Pearce to assist.

- a. Water & Pond – Dale Gardner went to Ducks Unlimited website, and drafted a letter to ask them to help us fund a project to improve the pond. Letter reviewed. Changes made. Dale to retype letter and email it to the Board.
- b. Environmental & Fence – previously discussed.
- c. Roads, Parking, Runway & Facilities – Our parking lot at Highway 14 has not been plowed; the parking lot at Strawberry and Highway 14 was plowed.
- d. Water Conservancy – The well is currently down 580 feet, it will be down 820 feet and should be done next week. Final permanent structure to be built. Insurance has re-evaluated the I.S.O., and should have a response in another month. The I.S.O. rating is 9, and could go to 7 or 8. Cost of insurance should go down.

D. Community Relations Committee – Cheryl Case, Chairman. Bob Runkle, Vice-Chairman, Jayne Alcorn and Paul Hicks to assist.

- a. Newsletter – information is due Tuesday. This year we will do one newsletter now, and one in July/August.
- b. Fire & E.M.S. – EMS has done extrication on Highway 89. There are three new basic EMTs. Some slash piles on the forest land have been burned. Kane County Sheriff has two new additional deputies, Deputy Bettridge, and Deputy Erik Baron.
- c. Personnel – see below.

E. Events Committee – Alan Zellhoefer, Chairman. Bob Runkle, Vice-Chairman, Bill Moser.

- a. Labor Day – Submit suggestions to Alan.
- b. Nominations – Five positions will be available.

- c. Election – congratulations to those re-elected. Welcome Bill Moser!
- d. Pot Lucks (6:00pm-Utah time- on Board meeting days at the Pavilion) and as determined.

F. Architectural Committee – Bob Runkle, Chairman. Frank Pearce, Vice-Chairman.

- a. Architectural Review – Bob Runkle said reports have been submitted.
- b. Lot Owner’s Complaints – to be addressed in the Spring.

4. Old business:

- a. Road dust control – Bill Rodreick summarized options from Dust Busters and Kim Wolfley. The County has not made a commitment to work with us to grade and water the roads to assist when we are ready for a dust control product. The estimate for the Road Packer product is \$137,750. We are not ready for the product, and do not have funding for that product. Kim will do mag chloride at a price of \$64,000, based on approximately 16 miles. Dust Busters’ estimate is \$46,480 to do roads from the sign through the development. We have a two-year commitment from the membership. Alan suggested we do the first year with mag chloride and then re-evaluate. Prior to applying mag chloride, the roads must be graded. Special Assessment and Dues are due March 1. Bill will get more information from Sherree Hall, of Dust Busters. Cheryl said she was unable to find any grants for the road project.

5. New business:

- a. E-mail Address – The swainscreek@infowest.com email is no longer active. Karen Kegley, who does our website, has established Irene@swainscreekpines.com to replace it.
- b. Meeting schedule for 2009:
May 16th, June 13th, Sunday July 19th, August 15th, September 6th (annual), October 3rd, and January 9th, 2010.
- c. Manager’s contract – Bill Rodreick agrees to a two-year contract with 3% per year COLA, with full-time hours. We will have contract written. Frank Pearce moved to accept Manager’s two-year contract with 3% COLA. Bob Runkle seconded. Motion carried.
- d. Briggs Business Services Inc. contract – Contract for 2009 and 2010 is \$5,000.00 per year. Paul Hicks moved to accept contract. Jayne Alcorn seconded. Motion carried.

- 6. Open meeting: lot owners to address the board:** Robert London said he changed his street address with the County as he is on Bluebird instead of Cherokee. He has information for people who want to change their address. Irene said she signed up with the County to get the address list, and we do not need to purchase one from Dave Parry this year. Alan THANKED RUDY for maintaining the dumpsters. At the next meeting we should schedule Highway clean-up dates.

7. Meeting schedule:

Refer to #5b above. Next meeting is May 16, 2009, at 10:00 AM at the barn.

Paul Hicks moved to adjourn, Bob Runkle seconded. Motion carried. Meeting adjourned at 12:12 PM.

Respectfully submitted,

Cheryl Case, Secretary