



**Minutes of the
Meeting of the Board of Directors of the Ruby Forest Homeowners' Association
September 2, 2015**

The meeting of the Board of Directors was called to order at 6:37 p.m. by Michelle Budd, President. Six members of the Board were present: Michelle Budd, President; Donna Copeletti, Vice President; Ed McEachern, Treasurer, Chris Hartwell, Secretary, Rosa Brown, and Elizabeth Hightower. Steve McClelland was absent.

The **President's Report** was given by Michelle Budd noting the tasks completed by the Board and work-in-progress since the August meeting as follows:

1. Minutes of the August meeting were approved and published. Minutes for the months of April through August 2015 have been archived on the Ruby Forest website.
2. An O-ring has been replaced on the chlorinator and the pool light timer has been reset.
3. A repair ticket has been submitted for a hole in the kiddie pool fence.
4. The City has marked Roberts Road and Ruby Forest Boulevard for surface repairs. After the repairs are made the roads will be resurfaced in their entirety. The work is expected to begin in late fall with completion by year end.
5. Homeowner concerns regarding speeding on Ruby Forest Boulevard were reported to the City and the speed trailer will be placed as a reminder to drivers. Police monitoring will also be implemented.
6. A violation of the "No Glass" rule occurred on Friday, August 7, 2015. A glass water bottle was brought into the pool area by a homeowner's guest and the bottle fell to the pool deck and broke. The debris was cleaned from the pool deck and it was confirmed that no glass entered the pool. The homeowners were notified of the \$500 fine and 30 day suspension and of their right to request a hearing before the Board. The fine has been paid. The suspension will expire on September 6, 2015. After the suspension period is completed the pool fob will be reactivated.
7. At the request of a homeowner a reminder was published to the neighborhood regarding proper restraint of dogs. The homeowner was encouraged to report any future incidents to our management company for follow-up action, as well as to animal control.
8. A homeowner complaint was received regarding the front entrance landscaping and the enforcement of covenants related to animals that are not properly restrained.
9. The team rosters and non-resident fees have been collected for the fall teams (\$250).
10. Back-To-School Pizza Party was held on Saturday, August 15th.

- 11. Net rental income for the month of August was \$425.
- 12. Post Office Box has been renewed for 2016.
- 13. Reserve My Court online tennis reservation system has been renewed for 2016 (\$200).
- 14. Two new drink coolers were purchased for use at HOA events.

Treasury Report was given by Ed McEachern:

The HOA account balances were reported as follows:

Wells Fargo Debit	\$ 1,382.05
Wells Fargo Primary	\$ 8,639.12
Wells Fargo Savings	\$ 26,425.36 (Reserve Account)
Operating Account with ACS	<u>\$ 67,416.80</u>
TOTAL ALL ACCOUNTS	\$103,863.33

Secretary Report was given by Chris Hartwell:

Minutes from the August Board Meeting were distributed and approved by the Board. The Minutes have been published and will be archived on the Ruby Forest website at www.rubyforest.net.

Covenants Report was given by Donna Copeletti:

No new improvement applications are pending for consideration.

Membership Report was given by Michelle Budd:

Membership status as of 9/2/15 was reported as follows:

Permanent Full	283
<u>Permanent Civic</u>	<u>61</u>
Total Members:	344
Total Non-Members:	99

- Delinquencies: 11 Full Members (2 members are on payment plans) / 1 Civic Member.

Homeowner Discussion:

- No homeowners were present for the Board meeting.

BUSINESS AGENDA 9/2/15

CLUBHOUSE

- Rosa Brown presented bids for the replacement of countertops, refrigerator, and painting of the existing cabinets. More bids are being solicited.
- Volunteer schedule for the transportation of clubhouse garbage cans was set as follows: Rosa Brown – September; Elizabeth Hightower – October; Ed McEachern– November; Chris Hartwell– December.
- Inventory of Clubhouse supplies was taken, the Board approved the purchase of one 8' table to replace one broken table, one 4' table, and eight more chairs.
- Future project: tables and chairs to be labelled and inventory control sheet to be maintained.

COMMUNICATIONS

- Minutes will continue to be published by email and Facebook as well as being archived on the Ruby Forest website by webmaster Elizabeth Hightower.

COVENANTS

- Site inspections by ACS during the fall and winter for covenant violations will be conducted once a month until the spring growing season. Donna Copeletti is overseeing the inspection/violation process.
- The Board discussed the storage of two unmarked limousines on a homeowner property. The Board voted to allow no more than one unmarked limousine to be maintained at the subject property.

EVENTS

- Outdoor movie event has been rescheduled for spring due to schedule conflicts with High School and College sports activities.
- Fall Festival and Chili Cook-off to be held Sunday, October 25th. Ruby Forest Facebook page has been updated by Michelle Budd with a call for volunteer sign-up. If sufficient volunteers are not confirmed the Fall Festival could be cancelled.

GROUNDS

- Bids are being solicited for lawn service (fertilizer, etc.) for the clubhouse grounds. Sod repair and tree pruning will also be addressed. Grounds Chair, Kevin Maguire, is handling the task.
- Discussions continued regarding future project of updating the neighborhood color scheme from green to black. Transition plan and funding of the work is still being reviewed. For budgeting and discussion purposes, Ed McEachern will solicit quotes for painting the lamp-posts, street signs, and mailboxes. Tentatively, the lamp-posts and street signs would be painted first when the project scope and timeline is finalized, with mailboxes to be painted as the second phase of work.
- Additional phases of the front entrance landscape renovation project were discussed at length. The additional work includes the side areas at the entrance and screening material in the gazebo area. Donna Copeletti will follow-up with the landscape designer regarding recommendations for screening material for the gazebo area.

LAKE

- No issues were presented.

MEMBERSHIP

- No issues were presented.

POOL

- A repair ticket has been submitted regarding the hole in fence by kiddie pool. Michelle Budd is managing the task.
- Quotes will be obtained for replacing the pool light timer.
- A blower will be installed in the pool pump room to supply ventilation. Ed McEachern will manage the task.
- Lifeguard service ends on Monday, September 7th. The pool company will continue to clean and maintain chemicals until the pool closed the last week of September. Michelle Budd will coordinate the closing tasks with AML.
- The pool furniture will be pressure washed prior to storing for the season. Donna Copeletti is managing the pressure washing project.

TENNIS

- Rosa Brown obtained quotes for surface repair at the lower tennis courts. The Board approved the crack repair quote.
- Quotes will be obtained for the removal of trees adjacent to the lower tennis courts.

TREASURER

- Budgeting for the balance of 2015 and first quarter of 2016 was discussed.

The meeting was adjourned at 8:50 p.m. by Michelle Budd.

NEXT MEETING: October 7, 2015 at 6:30 p.m.