

Star Valley Ranch Association  
Board of Directors Meeting  
March 16, 2017  
7:00 p.m.  
Town Hall

Mike Wardle: Chairman - Present  
Ron Denney: Vice Chairman – Present via Teleconference  
Donna Thompson: Treasurer – Present via Teleconference  
Marsha Combe: Secretary – Present via Teleconference  
Bob Meikle: Director - Absent  
George Toolson: Director - Present via Teleconference  
Jere Kovach: Director - Present via Teleconference

**Call to order:** Chairman Wardle called the meeting to order at 7:00 p.m. and stated that there was a quorum and called for the Pledge of Allegiance.

Chairman Wardle thanked Councilwoman Susan Abrams for opening the building and for letting us use the facilities. He welcomed member Ed Koch.

**1. Adopt Agenda:\***

- Secretary Combe made a motion to adopt the agenda.  
Director Toolson seconded the motion.  
Motion passed unanimously.

**2. Approval of Minutes for February 2017 Board Meeting:\***

- Director Kovach made a motion to approve the February 2017 Board of Directors Meeting Minutes as written.  
Secretary Combe seconded the motion.  
Motion passed unanimously.

**3. Standing Committee & Special Reports:**

**A. Chairman's Report: Chairman Wardle gave the following report:**

He stated there will be 3 Board member positions available this year. If you are interested in running for the Board of Directors the election will be in June. We will go over the election calendar details later in the meeting tonight.

**B. Architectural Report: Chairman Wardle gave the following report:**

We are working on a resolution with the Town along with Sue Abrams.

The resolution would provide the Association to have 15 days to approve a building permit through the Architectural Control Committee before the Town issues a permit. We had a bit of a problem with the Town issuing a permit for someone who wanted to put in a modular home in Plat 5 and was declined by us. If we approve first and say yes, this should clear up this issue in the future.

**C. House & Entertainment Report: Secretary Combe gave the following report:**  
The Easter Egg Hunt will be held Saturday, April 15<sup>th</sup> at 9:00 a.m. at Cedar Creek Park. There will be over 1,000 eggs hidden that morning for the SVRA youth. There are 3 different age groups, 1-3, 4-6 and 7-9. If anyone is interested in volunteering for this fun event please contact Kathy at the SVRA office.

**D. Election Committee Report: Secretary Combe gave the following report:**  
The Election Calendar is as follows:

|   |  |
|---|--|
| March 26 <sup>th</sup> (Sunday)                               | 90 days prior to Annual Meeting<br>Last day to accept ballot motions from members.   |
| Available April 3, 2017<br>(Monday)                           | Candidate packets are available for pickup at the office by the candidates.  |
| April 25 <sup>th</sup> (Tuesday)                              | Candidates' last day to present nominating petitions, Candidate presentation and photo for inclusion in the annual packets are due and must be presented to SVRA office by this day. |
| May 12 <sup>th</sup> (Friday)                                 | All election materials printed/complete.   |
| May 15 <sup>th</sup> & 16 <sup>th</sup><br>(Monday & Tuesday) | Election Committee will assemble packets for mailing.  |
| May 17 <sup>th</sup> (Wednesday)                              | Packets mailed to the members.   |
| June 16 <sup>th</sup> (Friday)                                | Membership in good standing verified by office staff.<br>Membership roster closes.   |
| June 19 <sup>th</sup> (Monday)                                | Proxies verified.  |
| June 23 <sup>rd</sup> (Friday)                                | Set up for election.<br>7:00 p.m.: Candidates Night – 10 minutes per candidate<br>To presentation; questions and answer session.   |

June 24<sup>th</sup> (Saturday)

8:00 a.m.: Annual Meeting.

Polls close 30 minutes after adjournment.

Vote tally.

Re-organizational Meeting – Elected and incumbent Board of Directors.

The Election Committee will be Fran Moore - Chairperson, Ann Earl - Co-Chair.

Other committee members so far are Sandy Roundy, Gary and Jo Ann Braun.

We hope to get several more volunteers. If anyone is interested please let us know.

- Secretary Combe made a motion to adopt the 2017 Election Calendar and Committee Members.  
Chairman Wardle seconded the motion.  
Motion passed unanimously

**E. Utilities Report: Vice Chairman Denney gave the following report:**

Tallia and her staff and Mike are doing a good job getting the cost of the temporary buildings. And finding out what needs to be done about moving the utilities out of the Silo before being torn down. We have a rough estimate of about \$200,000.00 to remove the Silo and bring in the temporary facilities.

- Vice Chairman Denney made a motion that The Association authorize the expenses up to \$200,000.00 to proceed with the removal of the Silo and bringing in the temporary facilities, and extend this to authorize Mike to sign any necessary contracts to do this.  
Director Toolson seconded the motion.

Chairman Wardle asked if any questions.

Member Ed Koch asked how long do you anticipate the temporary facility to be utilized and what does that entail?

Chairman Wardle explained that the temporary facility is a lease that will house the pro-shop, SVRA office, ADA approved bathrooms and pro-shop storage. The building is a 2 year lease. That will give us time to work on reinforcing the foundation on the Barn, moving facilities within the Barn, and making it a facility we can use moving forward. The temporary building is a triple wide. We will need to run septic, power and water. First we will have to move that out of the Silo because that's where everything comes into the facility. Including the fire suppression unit.

Member Leon Smith asked what all the \$200,000.00 will cover.

Chairman Wardle and General Manager Booker explained the \$200,000.00 will cover the 2 year lease of the facility. The cost will cover delivery, set-up and removal of the building and the demolition and haul away of the Silo. Plus moving the utilities.

Chairman Wardle said that a lot will be done in house. Ernie will start putting in a temporary wall where the breezeway is. Then Ernie and I will get together and tear down the breezeway. The Thayne Fire Department may want to burn down the Silo as a practice facility. There has been no resistance from our insurance company, as long as the breezeway is gone.

We are hoping to move forward with this in the next 30-45 days.

Motion passed unanimously.

4. **General Manager's Report: General Manager Booker gave the following report:**  
**Account Statements:** All bank accounts have been reconciled for February without discrepancy.

**Assessments:**

**2009 Lawsuit through 2016:** 79 Lots unpaid (3.91%).

**2017 Assessment Status:** 1144 Lots (56.74%) paid in full. 872 Lots have not paid, of the 872 not paid in full 147 lots have a balance of \$0.60 or less.

**Business Activities:**

The monthly transfers for the allocations of Annual Assessments transferred from the Operations Checking account are:

- The transfer for Barn/Silo Redevelopment into the Restricted Account was as follows:  
2012 - \$44.09 (1 lot x \$44.09 for each assessment paid)  
2013 - \$40.00 (1 lot x \$40.00 for each assessment paid)  
2014 - \$80.00 (2 lots x \$40.00 for each assessment paid) Total = \$164.09  
The account balance as of 2/28/2017 is \$207,731.14 which includes accumulated interest.
- The monthly transfers for the Major Maintenance Reserve Account was as follows:  
2015 - \$21.88 (1 lot X \$21.88 for each assessment paid)  
2016 - \$63.20 (5 lots x \$12.64 for each assessment paid)  
2017 - \$2,225.25 (575 Lots x \$3.87) Total = \$2,310.33  
The account balance as of 2/28/2017 of \$106,020.44 including accumulated interest minus any approved expenses.

We are finishing the process of opening an additional account for SVRA future needs. Once the account setup is complete the funds allocated per each assessment will be reported as are the above accounts. We will also transfer \$88,625.24 approved last month as part of the annual operating account reconciliation. These funds currently remain in our operating account.

An overview of SVRA Financials finds that February Gross Profit at budgeted levels and Total Expense slightly above budgeted levels (9.1%) resulting in year-to-date Net ordinary income prior to depreciation at 97.9% of budgeted levels. The YTD cash assets (12/31/16 Balance Sheet) Total \$1,795,474.51. The summary of the financials are, as always, available on the SVRA website.

The annual audit of SVRA financials has begun with DeCoria, Maichel & Teague (David DeCoria) again conducting the audit.

**Assessments:**

As a friendly reminder the Board set the 2017 assessment at \$360.60. Many people are sending payments for \$360.00. A payment of \$360.00 will not bring your balance current and will in turn make you ineligible to vote or receive member pricing. If you are unsure if your assessment is paid in full, please call the office, we are happy to help.

Assessments were due 2/28/2017 and considered late if not paid by 3/31/2017. If not paid by 3/31/2017, interest on unpaid balance commences retroactive to 3/1/2017.

**Pro Shop:**

In preparation for the upcoming season and pro shop move, Ben will be back to work next week.

This month we were able to once again secure the Lincoln Self Reliance Tournament held at Aspen Hills in July.

**Golf Course Maintenance:**

Kurt has been able to help groom the trails, get his shop organized, develop new plans for storage, and course development throughout the winter.

Steve Stohr & James Bort are both back to work and hard at it. They have a busy schedule getting ready for the upcoming season.

Kurt's crew has also offered to lend a helping hand, when needed, with the Barn/Silo project.

**Facilities:**

Ernie has been busy grooming, plowing, shoveling, and sanding. He continued to make improvements to the pool building and repair pool equipment. Ernie has completed removing the existing pergo flooring in the Cookshack and ensured that the new carpeting was installed. The carpet has made a big improvement to the acoustic issues in the Cookshack.

**Winter 2017:**

We continue to groom 18 holes at Cedar Creek for snow shoeing and cross-country skiing. We also groom Aspen Hills #1 for sledding. As spring nears, grooming will be done only as weather and staffing allows.

All winter activities will be discontinued within the next month. Continue to watch our emails for updated information.

5. **Old Business:** None Stated

6. **New Business:** None Stated

7. **For the Good of the Order:** None Stated

8. **Adjournment\***

- Director Toolson made a motion to adjourn.  
Treasurer Thompson seconded the motion  
Motion passed unanimously at 7:25 p.m.



Chairman Mike Wardle

Approved via teleconference  
Vice Chairman Ron Denney

Approved via teleconference  
Treasurer Donna Thompson

Approved via teleconference  
Secretary Marsha Combe

Approved via teleconference  
Director George Toolson

Bob Meikle  
Director Bob Meikle

Jere Kovach  
Director Jere Kovach