

Star Valley Ranch Association
Board of Directors Meeting
January 15, 2011
9:00 AM Town Hall

ITEM # 1-12

Attendance

Curtis Cheshier: Chairman
Jere Kovach: Vice Chairman
Ron Meeks: Sec/Treas
Gary Braun: Director-via phone
Paul Weber: Director-absent
George Toolson: Director-via phone
Kathy Daulton: Director-via phone

Call to order:

Chairman Cheshier called the meeting to order at 9:00 AM. Chairman Cheshier stated that there was a Quorum and called for the Pledge of Allegiance.

1. Adopt Agenda:

Vice Chairman Kovach made a motion to adopt the Agenda.

Sec/Treas Meeks seconded the motion.

Motion passes unanimously.

2. Approval of November Minutes:

Sec/Treas Meeks made a motion to approve the minutes for the November 2010 Board Meeting.

Vice Chairman Kovach seconded the motion.

Motion passes unanimously.

3. Standing & Special Committee Reports

A. Chairman's Report: No report given

B. Utilities Report: No report given

C. Finance & Legal Report: No report given

D. Architectural Control Report: No report given

E. Golf and Greens Committee Report: No report given

F. House & Entertainment Report: Sec/Treas. Meeks gave the following report:

The Committee has met a couple of times to strategize and come up with ideas for the 2011 season. We have decided to keep the activities simple in order to ensure everyone has fun.

We have established the following schedule for the 2011 calendar:

February 19 – Winter Celebration

The winter celebration is going to be sledding, ice skating, refreshments and we are hoping to get a horse and sleigh to provide rides. It is planned to be located at the pool building so we can provide a place to get out of the cold.

April 23 – Easter Egg Hunt

June 24-25 – Property Owners Weekend

July 2 – Independence Day Celebration

July 29-30 – Arts & Crafts Festival

October 31 – Trunk or Treat

December 10 – Santa on the Ranch

As a reminder, the new committee members are Tallia Booker, Co-Chair, Tammy Hansen, Tara Wheeler and Korry Wheeler. Please feel free to contact any of us or the office if you would like to get involved with any activities or if you have ideas you would like H&E to consider.

G. DCC&R Committee Report: Director Daulton gave the following report:

The SVRA Office staff has collaborated with the DCC&R Revisions Committee and particularly Carolyn Thacker to successfully mail our DCC&R Revisions Packet to the entire membership on Jan. 3 as planned.

As of Friday, Jan. 14, nearly 200 ballot envelopes have been received. The Office has taken the lead in answering questions and problem solving when needed, and we thank them. Draft procedures have been established:

- All mail received at SVRA will be date-stamped on the date of arrival and stored in a locked ballot box. Special care will be taken to gather all incoming ballots on the day of each incentive cash drawing so they will be included in that drawing and those that follow.
- A minimum of 2 people, one member of the DCC&R Revisions Committee and one member of the Office staff will open the mail weekly.
- The SVRA Office has created a spreadsheet of SVRA lots to track the ballots. Data will be backed up in a binder, on the computer, the Office external hard drive and on a flash drive. Each date-stamped ballot will also be copied electronically into the LaserFiche system.
- The lower portion of each ballot will be removed and added to the drawing "hat", which is another locked box stored in a locked metal filing cabinet.
- The ballots are confidential, however the number of ballots received will be reported weekly via email and the SVRA website, and monthly in the Town water bill and the Star Valley Independent.

Members from several areas of the United States have let us know that they have received the packets. If you or someone you know does not get their Revisions Packet by Jan, 20th, please call or email the Office.

The Committee asks members to help us all by reminding friends, neighbors and relatives with property at SVRA to return their ballots as soon as possible. This historic vote will give direction to the Association for years to come.

- Complete detailed review of consolidated grant app with designated team member responsibilities – discuss timeline
- FUTURE AGENDA – establish definitive timeline for each team member- next mtg 1/18/11.

4. General Manager's Report: General Manager Kirk Sessions gave the following report:

Account Statements: All bank accounts are balanced for the month of December.

Assessments: 2009 Lawsuit Collection Status: Initially referred to Attorney – 95 Lots: 60 are paid in full, 3 are making payments, 2 have declared bankruptcy and 30 have not paid. Foreclosure proceedings have been approved by the Board of Directors and the attorney has begun initiating those actions. There are also 5 foreclosures by lenders in the unpaid group.

2010 Assessment Status: 66 have not paid yet (3.3%). Past due notices are sent to all delinquent accounts monthly and finance charges (12%) are added to past due accounts. We continue to pursue with assertive action and get additional payments on accounts. The attorney has put all foreclosing lenders on notice, in writing, of the obligation remaining to SVRA for each/any foreclosed property. This continues to assist in getting payments up to date.

2011 Assessments: 2011 Assessment Invoices were distributed 1/13/11 along with the newsletter and a Survey from the Community Center Project. We are planning to develop a month-by-month comparison report for 2010 versus 2011 to provide us with a better barometer of our assessment payments received.

DCC&R Changes: 194 Ballot envelopes have been returned and 11 Ballot Packets with the wrong address. Correct forwarding addresses were obtained and used to resend 8 of the 11 returns. A few Data Base discrepancies have been reported. Each has been investigated and the appropriate actions taken to rectify the discrepancies. The office has received many phone calls to ask questions, report address changes, request ballots and express opinions; all of which has had a significant impact on workload for our office staff. We will make the necessary schedule changes to manage the workload based upon the weekly needs.

SVRA Office Operations: Productivity has improved significantly with the updates to the office computers! The office computer update is now completed to include relocation of the EZLinks server (phase1), satellite locations are complete (phase 2) and the imaging software and hardware has been installed and training completed (phase 3). We have established several key areas to begin the paper reduction imaging, designed the data architecture for those areas and Tallia has set up the files for the beginning of our scanning to start this month.

I have also transferred our website to a new Webmaster to host our website and the training that we have been sorely lacking has been initiated with our new webmaster. This will significantly improve our control over our website and enhance our potential uses.

Currently our ability to do email broadcasts to Silverstar customers or out of our Silverstar accounts is not operational until Silverstar can resolve their email problems. We will continue to the degree we can, broadcast to non Silverstar customers

Accounting: Kathy has now finished the design and organization for a new chart of accounts and implemented these accounts for 2011. The required transfers of opening balances and 2010 monthly

totals will be accomplished prior to the January 2011 reports being run. This will provide us the necessary tracking of the Assessment income we have been striving for as well as many, many other benefits!

Annual Newsletter: The newly created Annual Newsletter is included in with assessment invoices. It provides a retrospective on 2010 accomplishments, a glance forward at 2011 and includes the 2011 calendar of events (somewhat condensed for space and postage savings) and recreational fee schedule.

Human Resources: I am working on formalizing wage and salary guidelines for all positions at SVRA and I will be implementing a new Performance Evaluation format in 2011 for all full-time SVRA employees.

Facilities: All of the buildings have been completely winterized, water shut off at all course restrooms and window covers installed where needed. Ernie is maintaining the ice rink to keep it open for use by our members as weather permits. Moving snow has been a big part of Ernie's activities of late to include the need to shovel the Library entrance roof already! He has started on the pool changing rooms and office door projects from our Capital Plan 2011. Ernie is also working on redoing our directional signs around the ranch to provide a fresh new look for the 2011 season

Golf: We are developing a Golf Marketing Strategy for 2011 and plan on it being completed prior to the season tee off. A renovated Golf Section on our web page is a planned part of that strategy. Korry has requested and I have agreed to allow him to make special orders for customers wishing to purchase golf equipment while the Pro Shop is closed. He will use our approved pricing markup for 2011 and all proceeds will go to SVRA. With Korry's new Golf Simulator business in Thayne, this appears to be an emerging merchandising opportunity.

Golf Course Maintenance: The Toro Equipment delivery is scheduled for the end of March 2011. The John Deere equipment was thoroughly reviewed, cleaned and photographed prior to being picked up in December (less that which we will purchase in January 2011). As per our lease terms, John Deere has performed inspections of our returned equipment and initiated discussions regarding charges for equipment that was damaged or modified by past employees of SVRA. Kurt and I will make every effort to negotiate these charges to minimum levels. The course has been opened for snowmobiles early this year resulting in increased permit sales. Kurt has assumed a new job duty of trail groomer for our cross country and snowshoeing members. The early feedback from members enjoying our new trails has been overwhelmingly positive!! As of this past week Kurt has added the BLM track to the trail system and a map is being created for distribution. We are working with H & E on plans for a Winter Festival February 19th to highlight our winter sports opportunities offered at SVR.

Water Projects Update: Alternate Point of Diversion: The state now better understands the goals of our petition and as a result of the assessment of the water issues, LVI has been invited to join us in our petition. The pending petition has been carried over to the February Board of Control Meeting. In the spirit of cooperation I have met with the Town of SVR and their engineers to review the Town's future automation impact and opportunities to assure availability of water to meet SVRA from the Stewart Pipeline.

SVR Community Center Proposal: The Association in a partnership with the Town has officially begun the planning process with the formation of a Project Team for the purpose of leading the

Community Center development. The Project Team members are Alycyn Culbertson (co-chair), Kirk Sessions (co-chair), Mike Blackman, Korry Wheeler, **MBR TBD**, Ed Koch (Town Liaison) and George Toolson (SVRA BOD Liaison).

We encourage our members/citizens to participate in the first survey just sent out as well as others that will be forthcoming and attend the community focus groups that will be scheduled! As we go forward in the planning process we will be looking for special skills and experience to assist in various aspects of the project. If anyone feels they might be able to contribute, please let the Project Team know.

Watch for more information forthcoming over the next few months as well as public meeting announcements and opportunities to provide your input on this very important project!!

5. Old Business: No old business was stated.

6. New Business: No new business was stated.

7. Good of the Order:

Carolyn Thacker asked: how many people have been out on the groomed trails?

Mr. Sessions answered: it seems there have been quite a few people out there. There have been about 2 dozen people that have talked to Mr. Sessions and commented on how great the trails were and how nice it is to have them here at Star Valley Ranch. They have been extremely well received here. The initial response is they are here to stay.

The winter celebration is to help draw some people here to enjoy our winter recreation.

Alycyn Culbertson asked what the grooming schedule was. She also stated that the trails are very enjoyable.

Mr. Sessions answered that the trails will be groomed either Monday or Tuesday and Fridays, weather depending.

It was asked whether Gaudy Maude would be continued. Sec/Treas stated that Gaudy Maude has been dissolved.

Sec/Treas Meeks stated that we are working on a few big events as opposed to many smaller events.

Boyd Siddoway stated that property owner's weekend is primarily golf. Are we doing anything for non-golfers?

Sec/Treas Meeks stated that we are working to involve more of our members.

Mr. Sessions added: last year the association offering free recreation to members during property owner's weekend. We will be offering that again as well. He also invited the Town of Star Valley Ranch to join in on anything they would like to.


8. Adjournment:

Vice Chairman Kovach made a motion to adjourn.

Sec/Treas Meeks seconded the motion.


Motion passed unanimously.

Meeting adjourned at 10:15 AM



Chairman Curtis Cheshier

Vice Chairman Jere Kovach

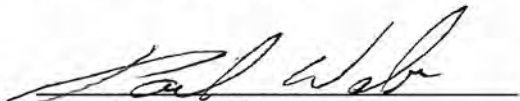


Secretary/Treasurer Ron Meeks

Director Kathleen Daulton

Director Gary Braun

Director George Toolson



Director Paul Weber