

Star Valley Ranch Association
Board of Directors Meeting
July 20, 2013
9:00 a.m.
SVRA Barn

Mike Blackman: Chairman
Ron Denney: Vice Chairman
Ann Earl: Secretary/Treasurer
Bob Horton: Director
Derk Izatt: Director
George Toolson: Director
Robert Lujan: Director

Call to order:

Chairman Blackman called the meeting to order at 9:00 a.m. and stated that there was a quorum and called for the Pledge of Allegiance.

Chairman Blackman recognized Councilmen Ed Koch, Al Redlin and Kent Harker from the Town of Star Valley Ranch and Jim Fairchild from the Star Valley Medical Center Foundation.

1. Adopt Agenda:*

- Vice Chairman Denney made a motion to adopt agenda as written.
Director Toolson seconded the motion.
Motion passed unanimously.

2. Approval of Minutes for May 2013 Board Meeting:*

- Director Lujan made a motion to approve the May 2013 Board Meeting Minutes as written.
Director Toolson seconded the motion.
Motion passed unanimously.

3. Standing & Special Committee Reports:

A. Chairman's Report: Chairman Blackman gave the following report:

First of all, I would like to thank everyone who ran for a position on the Board of Directors. I think it is good for the community when so many people show an interest in trying to represent the membership. We can all learn from the various differing opinions that were represented. In addition I would like to thank all the membership who participated in the election process by voting. Last year we had to scramble for a quorum and this year we significantly exceeded the number needed to provide a quorum of the membership. I would also like to thank all of the people who helped with the election, particularly Ann Blakley who was chairman and Al Redlin who was Vice Chairman.

I would like to present our new board of directors, including Ron Denney who has been selected as Vice Chairman and the Board representative on the Finance and Legal Committee. Ann Earl who has been selected as Secretary and Treasurer and the Board Representative on the House and Entertainment Committee. George Toolson who is the Board Representative on the Utilities Committee, Chair the Golf and Greens Committee and will also assist Ann with the Bar and Restaurant portion of the House and Entertainment Committee. Bob Horton who will head the Architectural Committee and act as liason with the Town. Bob Lujan who will head the Silo and Barn Redevelopment committee and assist Ann on the House and Entertainment Committee. Finally Derk Izatt who will assist Ron on the Financial and Legal Committee. I think we have a very talented and

energetic Board that will represent the membership very well. You will soon hear that the new Board has already been hard at work setting up the new Committees and moving forward with some of the ongoing projects.

I think this coming year will hold many changes for our Association not the least of which will be moving forward with the Barn and Silo redevelopment, and I think our new Board will be up to the challenges and represent all of you very well.

Now before we get to the rest of our agenda, I would like to have a brief moment of silence for one of our members who recently passed away, Diane Jones. She was very active in our community and has given a significant amount of input to our new building plans. Our prayers go out to her family and close friends.....

Thank you we will now move to our reports.

B. Finance & Legal Report: Vice Chairman Denney gave the following report:

No committee meeting was held since the June 2013 annual meeting. At the board meeting immediately following the annual meeting, Ronald Denney (Chair) and Derk Izatt (Co-chair) were named to the Finance and Legal Committee. Since then, two candidates for members for the committee have agreed to join the committee. These are Robert Saunders and Sterling (Ernie) Norris.

- I move that the board approve the addition of Bob and Ernie to the Finance and Legal Committee. SVRA members interested in being the fifth person on the committee and contributing to the management of the SVRA should contact me.
Director Toolson seconded the motion.
Motion passed unanimously.

The Star Valley Ranch Association has recently become aware of an old lien on a SVRA lot (Plat 20-31) which was filed in 2001 for non-payment of assessments. The dues were paid later in 2001 after sale of the property, but the lien was never removed.

- I move that the Board authorize the Board Chair to sign the appropriate quit claim deed to allow the lien to be lifted.
Director Lujan seconded the motion.
Motion passed unanimously.

Over the past few months, the Board has been developing a new Operating Policy to direct the SVRA Operations Checking Account to be adjusted to an account balance of \$100,000 to start the next fiscal year. Appropriate operating and capital funds would receive funds as specified in the annual assessment, or would be debited at the direction of the Board should the Operations Checking account balance be less than \$100,000. This has been a routine practice, but the Board has determined that a formal Operating Policy should be established to formalize this practice. The entire operating policy will be read,

- I move the Board approve this policy at this time.



OPERATING POLICY

POLICY TITLE: FISCAL YEAR END CLOSING					
SECTION	FISCAL MANAGEMENT	NUMBER	3.6	DATE	7/20/13
REPLACES POLICY NUMBER:		TITLE:			
DATE ADOPTED:					
DATE REVISED:					
CROSS REFERENCES:					
APPROVED:					
GENERAL MANAGER				DATE	
SVRA CHAIRPERSON				DATE	

At the conclusion of each Fiscal Year, the Operations Checking account will be adjusted to an account balance of \$100,000 to start the next fiscal year. As part of the year end closing, adjustments/transfers must be made as follows:

- Operating funds used for capital expenditures during the fiscal year will be reimbursed from capital funds if not collected as part of the annual assessment.
- All Capital funds collected as part of the annual assessment for dedicated Capital accounts will be deposited into the respective dedicated capital account(s).
- All unused, non-dedicated capital funds collected as part of the annual assessment will be transferred, as directed by the Board of Directors, into a capital account.
- The Operating Checking account will be reduced to the level of \$100,000 and all funds in excess of that will be transferred, as directed by the Board of Directors, into a capital account.
- In the event that an income shortfall results in an Operations Checking account balance of less than \$100,000, the Board will determine which account will be debited to bring the Operations Checking account balance to \$100,000 for the start of the new fiscal year.

All transfers will be presented by the General Manager, to the Board of Directors in advance of implementing said transfers. Subsequent to the Board's review, all transfers will be implemented and documented in the accounting system with detailed explanations for future referral.

Director Earl seconded the motion.
Motion passed unanimously.

No further developments have occurred on the two existing lawsuits against the SVRA. The actions are still in the courts.

**C. Architectural Control Report: Director Horton gave the following report:
Permit Activity (5/13/2013 to 7/20/2013)**

Approved:

1 Concrete Pad & Deck, 1 Deck, 3 Fences, 2 Garages, 1 retaining wall, 1 storage shed

Disapproved:

3 Fences, 1 Storage Shed

Withdrawn:

1 Dog Run

In Process:

None

The Architectural Committee is looking for new members. Please contact me if you are

interested.

D. Golf & Greens Report: Director Toolson gave the following report:

Temperatures are UP—our grass is still GREEN and we are putting not only our members, but a lot of out-of-town folks on our two golf courses. The slow flow of water from Green Canyon has caused us to reevaluate our night time watering; we are now watering several of the 27 holes during the daytime hours when we do have an ample supply of water. Again this month if you didn't like getting a surprise shower while you were golfing, blame me and not the other guys and gals involved with putting wet stuff on the green stuff. The Cedar Creek Well pump maintenance has been completed in case we should need another irrigation source later this summer.

The Golf & Greens Committee held their July meeting on the 15th and came up with some very good ideas for improving our course conditions and safety of our customers. These include additional Stop signs at some road crossings, additional marshaling during some evening hours and holidays, looking into a policy for dogs on the courses as it has begun to be a problem. Also mentioned were some overall beautification projects for both courses and SVRA properties.

Since the last "Board" meeting in June, we have had a few more tournaments here at Star Valley Ranch, including; the ladies Soulheim Cup, the Mixed Moose, Teton Motors Scramble, and yesterday finished up with the Men's Rider Cup. Throughout all of these tournaments the comments consistently come up how great the course conditions are, and Atta boys to the entire golf staff. Because of great course conditions and a friendly staff, we continue to see more tournaments with increasing numbers of participants.

Upcoming tournaments this month include the Member Guest Tournament next weekend followed by the Wyoming State Firefighter Tournament on August 2nd & 3rd. (The last time the Wyoming State Firefighters held their tournament at Star Valley Ranch was 1991).

At this time I would like to recognize Jim Fairchild from the Star Valley Medical Center who recently held their annual tournament here. This tournament had around 100 people on our course in June to raise funds for the health care of all Lincoln County residence. Thank you for again holding this great community fund raising event at Star Valley Ranch.

- I make a motion that the Star Valley Ranch Association make a donation of \$1,000.00 to the Star Valley Medical Center to support their ongoing commitment towards improving the health benefits to Lincoln county citizens.

Secretary/Treasurer Earl seconded the motion.

Motion passed unanimously.

One other reminder

The memorial celebration for John Daulton will be held at the Barn this Tuesday July 23rd between 4:00 and 5:00 PM.

E. House & Entertainment Report: Secretary/Treasurer Earl gave the following report:

The 16th annual 4th of July festival was a huge success considering all the surrounding areas activities. The weather was fabulous and thanks to the firemen that was there to cool us down! I would like to thank the staff for all the hard work and time they put in to this one day activity, everyone went above and beyond. Also, thanks to all the many volunteers, without them this would not be possible.

We had our "Junk in the trunk" on July 6th; this is always a bit hit for those of you wanting to have a garage sale, not only are there vendors at the barn selling their goods, we have

a map available of the Ranch where members are holding their own garage sales at their homes.

On August 10th, we will be holding our Arts & Crafts show, there are still a few spaces left so if interested please contact me or the office. Always a lot of fun shopping!

- At this time I would like to make a motion to approve the following members to the new H&E Committee. Shauna Crittenden, Trisha Blackman, Deb Valdez, JoAnn Braun, Casey Crittenden, and Alicyn Culbertson.
Director Toolson seconded the motion
Motion passed unanimously.

F. DCC&R Compliance Report: General Manager Sessions gave the following report:

There are 0 noncompliance issues currently open. There were two member complaints referred to the Compliance Officer and four noncompliance issues resolved since the last report.

G. SVRA Barn/Silo Redevelopment Report: Director Lujan gave the following report:

We continue to move forward on the new member center. We have held several meeting with the Architects regarding building design changes. We have added increased ceiling height on both the upper and lower levels, changed from a hip roof to a gable roof to provide for better drainage and increased use of the third level for mechanical and storage. We have met with the town of Star Valley to discuss water, road, and right of way issues. We are currently addressing temporary storage and other facility needs, while the new building is being constructed. We are working on construction documents, with the goal of bid documents being issued by the end of August with bid selections by early November. We will be soliciting letters of interest, prior to bid solicitations, from local qualified contractors.

A committee has also been formed, chaired by Ann Blakely, which will be addressing potential methods of fund raising, to help defer building costs.

Our goal still remains to begin site preparation before year end 2013.

4. General Manager's Report: General Manager Sessions gave the following report:
Account Statements: All bank accounts are balanced for the month of May and June.

Assessments

2009 Assessment Status: 10 Lots (.5%) have not paid in full (2 foreclosures).

2010 Assessment Status: 16 Lots (.8%) have not paid in full.

2011 Assessment Status: 25 Lots (1.2%) have not paid in full.

2012 Assessment Status: 69 Lots (3.4%) have not paid in full.

2013 Assessment Status: 169 Lots (8.4%) have not paid in full. There are currently 9 foreclosures that we are aware of on the Ranch.

Business Activities: For the months of May-June, the allocation of \$4,040.00 (101 lots X \$40 for each assessment paid) was transferred from the Operations Checking account into the Restricted Capital account for the Barn/Silo Redevelopment. There was an additional transfer for the 2012 calendar year Assessments amounting to \$176.46 (4 lots X \$44.09). These transfers bring the account balance to \$151,553.32 including accumulated interest. Also included in the Barn/Silo Redevelopment account is \$930.00 which represents the proceeds of the Tee Box sign fundraising auction conducted on Property Owners' Weekend. There

remains \$90 to collect which will bring the total fundraising proceeds to \$1,037.00. A special thanks for the support of our members in this event!

An overview of SVRA Financials finds the YTD June Gross Profit at slightly better than budgeted levels, Total Expense at 11.8% better than budget, resulting in year-to-date Net Ordinary Income prior to Depreciation at 17.4% better than budget. Overall business results are tracking very close to last year with minor exceptions and we anticipate budget objectives will be met for all areas barring any unforeseen circumstances. Current cash assets (YTD June Balance Sheet) Total \$1,664,329. Of that amount, \$887,878 represents the current cash available for the SVRA Member Center development. The remaining cash assets represent various Reserve funds, a \$200,000 Emergency Fund and Operating Funds.

Golf Operations

Pro Shop: See Golf and Greens Report

Golf Course Maintenance: See Golf and Greens Report

Facilities: Ernie has completed the practice wall at the tennis court and needed repairs to fence enclosure as well as some improvements to the electrical. An additional table was installed at the pool this year completing the additional seating project started in 2011. Within the coming weeks some concrete will be added at the pool entrance to improve safety during access and egress. The resurfacing and restriping of the basketball court has begun and will be finished over the next few weeks.

July 4th: The Annual July 4th Salute to Veterans and Independence Day family day of fun was a huge success and once again the weather cooperated all day! Overall attendance was slightly less than last year; to be anticipated based on local towns emulating what the Ranch has been doing for years! Sincere thanks to the many volunteers who together with long hours of preparation by your SVRA staff make this day possible. A special thank you to Tallia for her above and beyond the call of duty commitment to this event!!

5. Old Business: None stated.

6. New Business:

Director Horton was approached with the question of whether the Board would be interested in selling the airstrip and then the Board could put the proceeds of the sale towards the new Member Center project.

Chairman Blackman stated that to sell the property would take a two-thirds vote of the membership and that the Board needs to discuss this in the next workshop.

7. For the Good of the Order:

Carolyn Koch wanted to remind everyone of the memorial for Diane Jones on August 10th at 5:30 at the Barn.

Bob Hayes wanted to commend the Association and the Town of Star Valley Ranch for the War on Weeds day for a great event and service to the members.

8. Adjournment:*

- Director Lujan made a motion to adjourn.
Director Toolson seconded the motion.
Motion passed unanimously.

Meeting adjourned at 9:38 a.m.

Chairman Mike Blackman

Ann Earl
Secretary/Treasurer Ann Earl

George Toolson
Director George Toolson

Robert Lujan
Director Robert Lujan

Ronald Denney

Vice Chairman Ron Denney

Bob Horton

Director Jere Kovach *Bob Horton*

Director Derk Izatt