



Board of Directors Meeting
March 16, 2023
7:00 P.M.
Cedar Creek Center and Zoom Meeting

Mike Wardle: Chairman - Present
Carolyn Thacker: Vice Chairman - Present
Ken D'Souza: Treasurer - Present via Zoom
Ann Earl: Secretary – Present via Zoom
Tony Viollis: Director - Present
Jim Manwill: Director – Present via Zoom
Paulette Black: Director - Present

Call to order: Chairman Wardle called the meeting to order at 7:00 p.m. and called for the Pledge of Allegiance.

Chairman Wardle recognizes Mike Black with the Town of Star Valley Ranch planning and zoning board.

Adopt the Agenda:

- Director Viollis made a motion to approve the meeting agenda as written.
Director Black seconded the motion.
Motion passed unanimously

Approval of Minutes for December 13, 2022 Organizational Meeting:

- Vice Chairman Thacker made a motion to approve the December 13, 2022 Organizational Meeting minutes as written.
Director Black seconded the motion.
Motion passed unanimously.

Approval of Minutes for December 15, 2022 Board Meeting:

- Director Black made a motion to approve the December 15, 2022 BOD Meeting minutes as written.
Vice Chairman Thacker seconded the motion.
Motion passed unanimously.

Approval of Minutes for February 8, 2023 Executive Board Meeting:

- Director Viollis made a motion to approve the February 8, 2023 Executive Board Meeting minutes as written.
Vice Chairman Thacker seconded the motion.
Motion passed unanimously.

Standing & Special Committee Reports:

Chairman's Report: Chairman Wardle gave the following report:

I'd like to take a moment to thank Tallia Booker for her years of service. As of close of business today, the board of directors has accepted her resignation and we would like to wish her well in her next adventure. Keri will now be installed as our new permanent GM. The rest of my report continues as having been contacted by several members about the swim lessons sign up, the board has decided to require a 3 hour time frame for members to be able to sign up. This is before it goes outside of the HOA.

Golf and Greens Report: Director Manwill gave the following report:

For those in the audience that don't know me, my name is Jim Manwill. I was selected to fill Marsha's term to take over the golf and greens committee. I did meet with Marsha, her committee members graciously accepted to continue.

The first thing we jumped on is the mixed moose tournament, it is June 16 and 17. We decided to stay with one shotgun this year. Years ago the committee decided to go with 2 shotguns, there were a lot of complaints about that so we decided to stay with just one shotgun. So far we've had a tremendous response, we're accepting 40 teams, right now we have 32 teams. Being this far out, I think it's quite remarkable how popular that tournament is. Hopefully we can fill the teams quickly, it will make my job easier coming up with tee prizes and making sure that all gets there. Uh, the next thing we have going, and these are things in the works right now, we took a look at the 2023 fee schedule and we want to make some changes to it, now this change does not affect homeowners or property owners. What we're trying to do is get an outside, what we call a street rate, people who are unassociated with the ranch whatsoever, have a rate for them and stay with the same fees that are already on the schedule. We will also be trying to add in a twilight rate to try to get more golfers in the later afternoon and increase the revenue. Of course, these things are not approved by the board, we are working on getting that presented to the board for approval, I expect that to be within the next week. The next thing we've been looking at is I've been talking to Kurt Richmond and this started actually before I was on the board. He's asked that golfers go back to 2 carts per foursome and threesome because of the wear and tear. One thing I'm actually looking forward to, we want to replace the stairs and the ramp on the driving range. What was put in was great at the time, but there have been some accidents. Some people have slipped and fallen, especially on the ramp. So there's some ideas we've kind of kicked around. Once the snow melts we'll have a better idea of what it will take to get those in. I did get an estimate from a concrete contractor, it was an off the wall estimate that I don't like sharing right now because it's in no way accurate. Other than that, that's what we're aiming for right now.

Utilities Committee: Vice Chairman Thacker gave the following report:

The Utilities Committee along with Mike Wardle, Kurt Richmond and my committee members, Don Baillie and Micheal Perretta have been working with Jorgensen Engineering the engineering company drawing up plans that are needed for the Association to begin the work that is needed for the Green Canyon water project.

We are also working with Mike Johnson from the Wyoming Board of Control offices that reside in Cokeville. We need to retitle our water that comes out of Green Canyon that is currently titled culinary to Irrigation. We have to go through the Board of Control to do this. We however, don't know what the cost will be to do this. We did budget \$50,000 to go towards the cost of the plans for Jorgensen Engineering. It's important that the Association secure our water rights.

Finance and Legal Committee Report: Treasurer Ken D'Souza gave the following report:

I would like to thank my committee members (Laurie Roberts, Hollie Orton, Wade Bitter, Lee Hansen and Keri Sweet). We are working on finalizing our charter along with reviewing the financials on a monthly basis. We are also working on policy updates and creating new ones where needed.

Special thanks to Wade for his exhaustive analysis of our accounting system, budget and assessment methodology. As many of you are aware, litigation was

brought against the Association when we had an established uniform assessment for all plats. Within the confines of the judgement the goal of our committee, along with the Board of Directors, is to temper the overall year to year increases to your assessments.

The members within grouping #1, which consists of plats 1,2,3,5,6,7,8 & 20 felt the largest increase to their 2023 annual assessments as these same plats were provided a discounted rate in 2022. As such their overall increase from the discounted 2022 rate to the maximum allowable rate in 2023 was an additional 15.5% over the CPI index. Though this increase was still within the parameters of our judgment, the Board wants to acknowledge and thus prevent substantial future increases. Working within the parameters of our annual operating budget, our goal is to moderate grouping #1's increases to below the CPI index until we can vote to modify the DCCR's in 2032 to once again create uniformity for all. As such, we have updated the annual assessment policy that will be approved at the board meeting today. This policy will limit the assessment to a maximum increase of 10% or the CPI index, whichever is higher for any given year and plat. We are in the process of reviewing our 5 year capital plan so that members are aware of projects and maintenance that are in the pipeline for upcoming big ticket expenses.

Approval of funds transfer as part of the 2022 EOY Operating Account Reconciliation:

- Vice Chairman Thacker made a motion to approve the funds transfer as part of the 2022 EOY Operating Account Reconciliation.
Secretary Earl seconded the motion.
Motion passed unanimously.

Approval of Annual Assessments Operating Policy:

- Treasurer D'Souza made a motion to approve the Annual Assessments Operating Policy.
Secretary Earl seconded the motion.
Motion passed unanimously.

H&E: Directors Black and Viollis gave the following report:

Happy to announce Paulette and I have volunteers that want to be a part of our committee and help us give fun to our whole community.

They are:

Debbie and Larry Johnson

Terry Orton

KerriAnn Varela (and her beautiful baby girl)

Cindy Perretta

Debbie Viollis

We welcome anyone else who has a positive outlook and would love to give fun back to our community. Just get in touch with the office or either Paulette or myself, if you have questions or wish to be a member.

1. New Activities and Dates not on the original calendar, we are adding

☐ Friday March 17, 2023, St Patrick Day Karaoke Night 6-10 pm in the Banquet Room

☐ Saturday April 8, 2023 Easter Egg Hunt 10 AM, location of the hunt MIGHT be around the "Trunk or Treat Circle" all depending on the snow conditions, if not it will be in the original spot, down by the playground.....We will be stuffing our Easter eggs for the kids, one day next week. If you would like to assist in stuffing the eggs, please let the office or either Paulette or myself know and we will tell you the day and time.

☐ Saturday May 6, 2023: Bingo on the Ranch Night: FREE starting at 6 PM In the Banquet Room.

More information will be provided as we get closer

☐ Tuesday July 4, 2023: A great day of fun for all!!! VOLUNTEERS TO HELP WITH ALL THE BOOTHS AND ACTIVITIES TO MAKE THIS DAY A HUGE SUCCESS ARE NEEDED. IF YOU WOULD LIKE TO HELP, WE WILL BE HAVING A MEETING AS WE GET CLOSER.

Another 3 activities brought up at our last meeting were:

- a. "KRIBBAGE" DAY. We would set a day or night aside for all those who want to learn or those that do know how to play this fun game and share I their talent with others as well as get to know your neighbors. If interested, let the office or either Paulette or myself know, so we can possibly go forward.
- b. Possible "Dog Show or walk: There are so many neighbors that have four legged friends that we love and want to show off, so we are thinking of letting you show them off. Yes you will have to pick up after your own if they get excited. And yes, we all know they get excited, but keeping them on a leash is a must. If you are interested, let us know. More information will follow.
- c. Kids Kite flying contest: Make your own, buy one, but getting into the air and how high you can get it will be your own hard work. A fun day for all where there are no wires where your kite would get caught up in. Way back when mine always found a wire and it was a bear to get in untangled.

Our main objective is to get you all involved and get these activities out to you. So watch for flyers posted on the wall in our post office, down by the office, in our new exercise room, up by the club house or by the restaurant. Also look at your weekly newsletter or the associations face book page for updates.

Election Committee Report: Secretary Earl gave the following report:

I want people to think about running for the Board of Directors. There are two positions open right now for 3 year terms. Candidate packets will be available starting tomorrow at the Associaton office if you're interested. I think everyone should think about it. It's been fun. I'm leaving and Marsha's position is up this year. The election calendar is out .

Approve 2023 Election Calendar:

- Director Black made a motion to approve the 2023 Election Calendar.
Treasurer D'Souza seconded the motion.
Motion passed unanimously.

The election is June 24th, that is also Property Owner's Weekend, the Annual Meeting. I have asked Gayle Brice to be my election chairperson this year. She's helped me out a couple of times, she's great.

Approve 2023 Election Chairperson Gayle Brice:

- Secretary Earl made a motion to approve the Election Chairperson.
Director Wardle seconded the motion.
Motion passed unanimously

By the next meeting in April, we will have put together an election committee by then and I will put together a motion to approve that committee. If you would like to help with this election, we need help stuffing envelopes. The office really helps out a lot. I want to thank the girls in the office for helping out every year.

General Managers Report: General Manager Keri Sweet gave the following report:

Account Statements: All bank accounts have been reconciled for December 2022 through February 2023 without discrepancy. Heather Bigelow, our resident bookkeeper, was an absolute Rock Star as she transitioned accounting software and reconciled to the penny within the new system.

Assessments:

2017 Assessment Status: 2008 Lots (99.60%) paid in full.

2018 Assessment Status: 2007 Lots (99.55%) paid in full.

2019 Assessment Status: 2003 Lots (99.36%) paid in full.
2020 Assessment Status: 1999 Lots (99.15%) paid in full.
2021 Assessment Status: 1995 Lots (98.96%) paid in full.
2022 Assessment Status: 1953 Lots (96.87%) paid in full.
2023 Assessment Status: 1337 Lots (66.32%) paid in full.

As a Reminder: The 2023 Assessments were due on 2/28/2023 and will be considered late if not paid by 3/31/2023. If not paid by 3/31/2023, interest on unpaid balance commences retroactive to 3/1/2023.

Business Activities: The year to date financials finds that at the close of February:

- Gross Profits are below budgeted levels trending at 99.13%. The Membership Transfer category was 76.47% below budget projections which directly contributed to the overall short fall. I am concerned that we will see this trend throughout the year as the total annual budget for this income line is \$101,250 which equates to 135 transfers. Previous trends show that from the 2021 to 2022 calendar years, the gross income for this line item fell by 23.33% or \$33,250.00. With the current housing market and mortgage interest rates, I fear we will need to overcompensate elsewhere in the budget to remain on target.
- The great news is... we are 17.09% below budget on expenses at a savings of \$43,072.34 and 14.62% less than 2022 with a \$35,789.84 year to year difference. The controlling of expenses contributed to our 4.65% (\$34,393.71) better than budgeted levels for the net ordinary income prior to depreciation.
- The YTD cash assets as of the (2/28/2023 Balance Sheet) Total \$1,284,711.14.
- The summary of the financials are, as always, available on the SVRA website.

Annual Audit: Phil Tippetts with DeCoria and company have once again started our annual audit. A review of the annual audit will be presented at the Annual Meeting on June 24th

Capital Campaign: The capital campaign continues for the Cedar Creek Center. To date we have received \$144,209.08 which includes a \$100 donation received in January 2023. Capital Campaign Funds spent to date total \$121,150.80; leaving a balance of \$23,058.28. No funds have been spent since the December 2022 board meeting.

DCC&R Compliance: With regards to the one, long-term violation; our attorney has filed paperwork with the court seeking an allowance to serve the member via publication as 6 unsuccessful attempts were made by the Lincoln County Sheriff.

Association Office: In relation to operations of the Association Office, I can't be more proud to stand here alongside two fabulous women. Heather has been resolute in her hunger for knowledge, devouring all she can with regards to our new accounting software. Her unwavering diligence for perfection can only be matched by her love of the Association. Many of our members have yet to be introduced to Michelle who is our new Member Services Coordinator. Michelle has been a fixture on The Ranch for many years volunteering in numerous aspects to aid and promote our member activities. The combination of grit and tenacity of these two ladies is astounding and has enabled us to collectively propel forward.

Over the past month, we have successfully transitioned our accounting software, worked in tandem with our Point of Sale software to correct their importing and system errors along with digitizing many aspects of our systems and processes. From scannable QR codes, employment and employee apps to digital facility rental agreements, we have really stepped into the modern era of instantaneous access for our members and team members alike. As the year progresses, we are also aiming create digital golf tournament registration forms and revamp the Association's website.

Golf: In keeping with amazing team members, we are so excited to welcome back this Monday, Alan McJunkin, our Golf Pro and his wife Stephanie the Pro-Shop Manager. They have been diligently working behind the scenes in creating an updated look and feel to our product lines. In keeping with the electronic age, these two power houses will be transitioning our Point of Sale process to include barcoding of all inventoried items. Now this is an endeavor, however the implementation of this new process will quicken the pace at the checkout register for our members, while internally recording accurate levels of remaining inventory.

Though we may not yet be out on the links, I was beyond impressed with the diligence and organization that Kurt instills in his team for the preparation of the season. Each piece of equipment is examined and thoroughly fine-tuned to ensure its peak operability for the season. Though I may not be a golfer myself, I appreciate the gorgeous landscapes he provides selfishly know it increases my own property value.

WINTER: What a whopper of a winter! With well over 220" of snow this season, your tireless team of Ernie, Kurt and Ethan have worked in tandem to keep our Association parking areas safe via plowing, snow blowing and snow removal. I offer more than my gratitude to Ernie who found himself on the rooftop of the Cedar Creek Center shoveling feet of snow to prevent further ice damning and potential damage to our building.

Larry, Our resident King of Ice, once again created a fantastic rink for all of our residents to enjoy. We are so fortunate for his tireless perfection.

All good things must come to an end and I am sure many of you would like to see some greenery. As the weather pattern is changing, Kurt was able to provide one last trial grooming today for our cross-country skiers and snowshoers.

2023 Board of Directors Election: The candidate packets, for those interested in running for the Board, are now available at the conclusion of this meeting and of course at the SVRA office. If you are unable to come to the office to pick up a packet, please connect with us and our team will get one sent to you via email or United State Postal Service.

House and Entertainment: The Flex Room – Gym door fob system has been installed. This will allow our annual pass holders to utilize the facility from the hours of 5:00am to 10:00pm. As with the annual membership, the fob will deactivate on December 31, 2023. Annual renewals for the following year can be purchased at the Association office as the time draws closer to which will keep your fob activated. There is no cost for the fob, however should it become lost or stolen, the replacement fee is \$10.00

With the opening of the gym came the all-in-one unit which was unveiled this past week. Praise and Kudos must be given to Ernie as he was tasked with the assembly. The amount of nuts and bolts, screws and Alan wrenches was out of this world! I would like to say it must have been a nice break from plowing but that may be a bit of an exaggeration! To further enhance the facility, we have ordered kettle bells, additional weight plates for the all-in-one system along with a wall mounted resistance band unit.

In closing, I want to once again thank the entire team, the board of directors and of course the membership for enabling me to work for and with you. Your kindness has been overwhelming. Please know that I return all of the sentiments.

Old Business:

Deb Larson, Vice President of Mountain View Pickle Ball Club. We'd like the Board to consider:

1. We will offer free classes in the months of May through September. The plan is to offer adult classes in May and September with youth classes in June and July. August may be an adult month as well. We request reserved use of the 2 existing courts 5-7 pm every Tuesday and publishing of classes on Association website and newsletter.
2. To protect all players from injury, we'd like to cover the top edge of the chain link fence between the 2 existing courts with black hose.
3. The tennis court resurfacing contract with Courts Unlimited currently includes the painting of 4 courts. We request that is increased to 8. We have agreed to take on the cost to have the additional courts painted.
4. Because we are offering free classes and paying the \$2000, we would like the Board to reconsider an earlier request for the club to use the existing courts on Wednesday nights from 5-7pm for round robin for club members only. When the tennis court resurfacing is complete, we would be open to allowing any interested.

Director Wardle asked about noise and parking. He suggested a proposal for the next budgeting meeting to consider expanding the current courts near the existing courts.

Vice Chairman asked how many day tournaments would last. Deb replied approximately 3 days.

Treasurer D'Souza asked about noise abatement. Deb replied that the club would look at the issue and report at the next meeting.

Kile Johnson reported on Disc Golf. He has sponsors for all baskets and tee boxes. Plans are to put the course on Aspen below the tennis courts. No mowing will be needed. Baskets will need to be moved in the winter for the safety of snowmobilers. He would like to offer rental equipment at the pro shop and possibly some for sale.

New Business: None stated

For the Good of the Order: None Stated

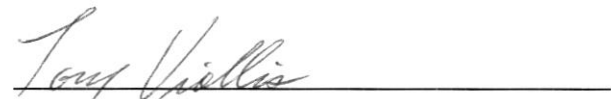
Adjournment:

- Director Black made a motion to adjourn the March 16, 2023 BOD Meeting.
Vice Chairman Thacker seconded the motion.
Motion passed unanimously.


Mike Wardle, Chairman
Carolyn Thacker, Vice Chairman

Ann Earl, Secretary

Ken D'Souza, Treasurer

Jim Manwill, Director
Tony Viollis, Director

Paulette Black, Director