

Deer Creek Landowners Inc. Board Meeting June 15 2015

Location: 120 Hartman Creek Rd, Boulder Creek, CA

Current Board (all present): John Miller (treasurer), Ann Schwarzmann (secretary), Gary Fitch (director), Greg Haagenson (road manager).

Also present: Daniel and Serena Tees.

Payment received from John: \$20.

Meeting Brought to Order at 10:15am

1. Approval of June 1, 2015 Board Meeting Minutes v1.0. Greg made motion to accept. Gary seconded. Motion passed.
2. Approval of May 2, 2015 General Meeting Minutes. Not all board members reviewed; will be approved at next meeting.
3. **Secretary's Report** - Ann Schwarzmann
 - First American Title Company now has Ann's contact information; day after she visited them, she received two demands (for Kohout and Sundram properties). There may still be issues, since there may be other escrow companies who could handle escrows and Manuela still has ownership of contact email addresses: dcli95006@gmail.com and deercreek95006@gmail.com.
 - Escrow demands: Mundy/Navarrate demand, which Manuela submitted, was not received in mail. We will need to reconcile what was paid in escrow and what the new owner, as a resident, will owe for upcoming road dues.
 - John and Ann now using a dropbox for work to be shared and automatically synced. They are also coordinating on other work, such as resident billing address accuracy.
 - Secretary of State "Statement of Information" needs to be filled out and submitted once a president is voted in today.
 - Email archive discussion. We need to obtain the email archive (ultimately we need to get ownership) of the two corporate gmail addresses that Manuela has retained. Most troubling aspect is that we do not know what is *not* being forwarded. Ann to check out if she can archive the emails in yahoo.
 - Motion made by John to accept the secretary's report; Gary seconded. Motion passed.
4. **Treasurer's Report** - John Miller
 - After meeting with Joy, John is moving from Quicken to Quick Books . He would like to use a bookkeeper to set up a customer list in Quick Books. Greg made motion to set aside up to \$100 for set-up of Quick Books. Ann seconded. Motion passed.
 - John would like to set up a PayPal account - Ann made motion to have John create a PayPal account and have a cap on expenses through PayPal or debit card of \$300. Greg seconded. Motion passed. It was acknowledged that we will take money out of PayPal as soon as it's in.
 - Discussion of billing statement. We need a paragraph for billing describing how money will be spent; Greg will get that paragraph to John. Greg will estimate monies spent at front of road for 845s. John and Ann will make sure they have synched the owner/address list.

- Ann made motion to accept treasurer's report. Gary seconded. Motion passed.

Road manager's report - Greg Haagenon

- There will be a push for asphalt repair soon. We will get bids from Valley Paving and one other company. Paving work will start at front of road and move into system. After that paving is done, we can have a volunteer day to cold patch areas further in the system than the paving got.
- Gary made motion to accept road manager's report. Ann seconded. Motion passed.

Old Business

- Elect president and two directors. Discussion. Ann made motion to accept Gordon Stewart president, and Greg seconded. Motion passed. Greg made motion to accept Marco Volpe as a director, seconded by John. Motion passed. Ann made motion to appoint Daniel Tees as a director, seconded by Gary. Motion passed. The board is now complete until the next general meeting in November 2015.
- Liens: Several liens were placed on 8/29 2014 by Manuela for lack of payment on the latest road dues bill (which was flawed regarding dates), but other landowners who had not paid for that same time period (such as Greg and Ann) did not have a lien placed. Manuela never contacted Daniel Tees regarding placing a lien, even though she stated in the last general meeting that she always sent three letters before placing a lien. From now on no liens to be placed; however any official communication between the board and a landowner should be sent certified mail. It was acknowledged that the board needs to come up with a new method of collecting monies. It was also acknowledged that more people are catching up their outstanding bills now that all roads in our road system are being taken care of equally. Ann noted that she is working on analyzing all active liens.
- Talberg Lien. Last meeting, the board erroneously added in 2014-2015 road dues (already had been added in). Amount due is \$6251.50. We wait until have 2015-2016 billing before Ann communicates with the lawyer.
- Billing for Road Dues. John used the spreadsheet Joy provided; see attached. Discussion of definitions for landowners; some landowners have renters, multiple renters, some live with them or not. We need to hear back from Austin Comstock before we change anything. See attached spreadsheet for determination of resident/non-resident/renters. Greg to follow up with the following owners for various information: Brown, Craytor, Foraker, Freeman/Kay, Heath/Armani, Hinshaw/Donner, Hoye, Geoff Johnson, Norman, Speck, Stone (was Kelly), Tobin, Walters. Discussion regarding how to figure renters into calculation, whether they are part of the \$50,000 budget or beyond the \$50,000. Tabled for now.
- Lawyer Update. Austin Comstock is currently working on framing the problem we need to solve in regard to road association JMA and other road system documentation. The goal is to redefine, as necessary, our road documentation so it is legal and defensible in a court of law. He suggested that we considered spending several thousand dollars to have a title company do a search on all DCLI documents at the county; this will give the thread of history, as officially documented.
- October 2014 and March 2015: Ann to review to see if any relevant open issues.
- Insurance. Discussion. Still unclear why we would need a policy. Lawyer would know. Tabled.

Meeting adjourned at 12:10pm