

Deer Creek Landowners Inc. Board Meeting

Date: June 27 2015

Location: BC Pizza, Boulder Creek, CA

Present: Gordon Stewart (president), John Miller (treasurer), Ann Schwarzmans (secretary), Gary Fitch (director), Marco Volpe (director), Greg Haagenson (road manager).

Not present: Daniel Tees (director).

Also present: Jan Favorito

Meeting Brought to Order at 11:15am

1. Approval of June 15, 2015 Board Meeting Minutes v1.0. Greg made motion to accept minutes. Gary seconded. Motion passed.
2. Approval of May 2, 2015 General Meeting Minutes. Greg made motion to accept minutes. Gary seconded. Motion passed. Ann to make sure treasurer's report is included when minutes are sent to membership along with the road dues bills.
3. **Secretary's Report** - Ann Schwarzmans
 - First American is now sending escrow demands to dcli95006@yahoo.com (previously going to dcli95006@gmail.com which Manuela still has ownership of). Mundy/Navarrete property sold; Manuela filled out and submitted demand - First American has yet to respond to Ann's emails asking for copy. Ann to follow up.
 - P.O. Box key status: keys received from Tom and Joy, but need to follow up with Post Office to see how many keys are out with this box. Ann to do.
 - Email discussion. dcli.archive@gmail.com goes from roughly 2007 to 20011. Need to get previous board member(s) to fill in archives from 2011 to present. Historical background given. Ann will forward any important emails as well as make it part of the email board meeting contact list.
 - Statement of Information for Secretary of State efiled.
 - Status of escrows: Constantin new owner (Mundy) - still need demand copy; Triple Rainbow new owner (Kohout) - did not get a copy of grant deed as requested; Sonji new owner (Sundram) - did not get a copy of grant deed as requested. Historical background given. Ann to follow up with First American as needed.
 - Review of October 2014 meeting minutes: done, with only applicable item being the fire marshal request to visit the next general meeting. Greg will follow up with Rich Samson and Boulder Creek Fire. Review of March 2015 board meeting minutes: no applicable items.
 - Research on open liens. There are a few liens that are still erroneously active: properties have sold but liens were not removed by escrow company. The lawyer, Austin Comstock, advised us that eventually all liens need to be removed (and collect the money another way). Historical background given.
 - Motion made by Greg to accept the secretary's report; John seconded. Motion passed.

4. Treasurer's Report - John Miller

- Meeting with Joy 5/21 (and Ann) for hand-off of treasurer files and access to efiles. Joy set up Quicken backwards. John has moved from Quicken to Quick Books with the help of a bookkeeper who has also coached John on usage. He needs Quicken to get full picture - verify all past payments to date. Ann to get John the deposit manila folder. Note: set up by parcel and by name and by map number. He doesn't need Quick Books to generate invoices, but it would be nice - otherwise use Word.
- Road Dues Billing status. Motion made to put out a road dues bill with only the 2015-2016 money amount with asterisk saying that monies owed for previous bills are forthcoming. Discussion. Greg made motion. Ann seconded. Motion passed. John indicated that he might be able to verify the outstanding bill amount for the billing. Yet we still do not understand how late fees, interest, and administrative fees were applied in each case.
- John asked for clarified with board regarding the road dues and how we approach \$50,000 total: \$50,000 total for all billings added, or \$50,000 for resident/non-resident plus renter monies (adds up to approximately \$57,000). Discussion. Board agreed to \$50,000 total. Note: for first time, non-resident will be paying more than residents - everyone will want to be a resident. Discussion of how we determined resident/non-resident and number of renters.
- Expenses. Ann has debit card for incidental expenses. PayPal update: landowners can pay through PayPal and John can also use it for treasurer expenses. Goal is to have monthly treasurer's report; need QuickBooks up and running with Liberty Bank info.
- Greg made motion to accept treasurer's report. Gordon seconded. motion passed.

Old Business

- Insurance: two kinds, one is for general liability for road, the other is for board (non-profit directors and officers liability). John to find insurance agency that will cover the second insurance in state of California. Still unclear why we would need a policy for general liability. Lawyer would know. Tabled.

New Business

- Identify monthly meeting day/time. First Monday of each month beginning August 3 at 5 p.m. at Gary's (unless otherwise noted).

Meeting adjourned at approximately 12:30 p.m.