

WOLF CREEK PROPERTY OWNERS ASSOCIATION BOARD

OCTOBER 8, 2009

ATTENDING

Kris Borgias Vice President (acting president for this meeting)

Heather Patrick Treasurer

Dotti Wilson Secretary

Pat Karman Board Member

Rob Wells Board Member

Kathy Curtiss Board Member

Excused

Andy Kindig President

The meeting was called to order by the acting president, Kris Borgias at the Co-op at 7 pm.

Minutes of the last meeting, September 10 were read. Pat moved, Rob seconded to approve as read. Motion passed.

OLD BUSINESS

Discussion concerned the "Property" description of WCPOA as defined in the CCR's (Para. 1.1) and ByLaws (Para. 3.1). Heather moved to change the property description in the ByLaws so that the Bylaws and CC&R language agree. After further discussion, Heather withdrew her motion and the issue will be deferred for a future board meeting.

The board approved the new phone tree for contacting property owners. WCPOA members are asked to update phone numbers and email addresses (the latter will be for Board use only and not published to the membership).

PROPERTY/WATER MANAGER

Pete Soderquist, WCPOA property/water manager had previously email to the board, his Position description. The board reviewed this. Page 2 paragraph 16 was questioned. It states, "Serve as a member of the WCPOA Architectural Committee, and provide input to periodic updates of by-laws and covenants and restrictions." The board would like to change the wording to "Consult with the WCPOA Architectural Committee as requested, and provide input to periodic updates of the by-laws and covenants and restrictions."

Dotti moved to approve the Position of Water System Manager Description with the change to paragraph 16

Heather seconded. Motion passed

Heather will talk with Pete regarding computer software for his use.

Metering the reservoir outflow was deferred to next year, as there is no money available at this time.

TREASURER REPORT

Heather presented the Balance Sheet and Profit and Loss Report (attached). A net income is shown as \$3,651.10 from which the current bills will be paid.

Bills for the summer water season will be sent following the November 1 water meter reading.

Discussion concerned how to handle money received for new water connections. Pat moved that money received for new water connections go into a reserve account to be used for unforeseen water system problems and upgrades. The money is to remain in the reserve account until the actual water connection is made. Kathy seconded, motion passed,

Heather will do water billing via email, the invoice will appear as an attachment to a message that reviews the current water structure.

Repairing water leaks has resulted in a savings of \$200 per month in electric costs. The WCPOA will now have a large increase in electric costs due to recent OCEC rate change. Heather has requested an estimate from OCEC on their new "Demand Charge" so WCPOA can budget accordingly.

Heather noted that Pete Soderquist had noted two pumps that are not being used. Heather and Pete will pursue removing these pumps from the electric use.

WEB MASTER REPORT

Heather and Kathy have not completed this transfer yet. Archival documents are current on the web site.

NEW BUSINESS

Discussion concerned reviewing the water rate structure.

Pat suggested a base rate and then charge per gallon used

Heather suggested three tiers based on water use, no per gallon charge.

Heather will email to board members, the comments and letters she has received from WCPOA members regarding water billing. These will be considered in deciding on a water billing structure.

Pete had previously emailed the board bids from companies that do water reservoir cleaning. These companies use divers for the work so that the reservoir need not be drained requiring the water system to be turned off. The board directs Pete to check references of the companies. Pat moved to allow Pete to accept the low bid unless there is a compelling reason to not accept this bid. Rob seconded, motion passed.

In reviewing the Job Description for Water/Property Manager, Heather moved that the performance of any employee or contractor of WCPOA should be evaluated every 2 years or upon renewal of contract which ever comes first. Pat seconded, motion passed.

Pat moved to change the status of the Water/Property Manager from "WCPOA employee" to "independent Contractor". No consensus was reached, this will be considered under New Business at the next meeting.

Heather moved, Pat seconded to adjourn the meeting and go to an executive session to consider a personnel matter. Motion passed, meeting adjourned at 8:38.

Respectfully submitted by Dotti Wilson Secretary