



RAINTREE PLANTATION PROPERTY OWNERS ASSOCIATION, INC.

Board of Directors Meeting Minutes

November 18, 2018

Opening – President Jim McClung called the Board meeting to order at 7 pm with the Pledge of Allegiance and announced a Quorum.

Present Board Members – Jim McClung, Denny Schwantner, Jerry Radake, John Drouant, Dennis Stein, Laurie Haller, Dave Getty, and Deb Enderson.

Board Members Absent – Dave Wooldridge

Approval of Agenda – Deb made a **Motion** to approve the agenda, seconded by Jerry, **motion carried unanimously.**

Approval of Minutes – John made a **Motion** to accept the open minutes of the October 15, 2018 meeting, seconded by Denny. **Motion passed unanimously.**

Treasurer's Report & Monthly Check Report – Jerry reviewed the Balance Sheet, prepared on a Cash basis, which shows total assets of \$789,774.35 including buildings, roads, equipment, investments, etc. He also reviewed the Monthly Check Report calling out checks to N.B. West Contracting for \$87,934.71 and \$326,150.56, legal fees for various services for \$7,325, purchase and wiring for four new computers for \$4,658.68, accountant final payment for 2018 of \$2,500. Jim made a **Motion** to approve the Balance Sheet, P&L Statement, and Monthly Check Report, seconded by Deb. The **motion passed unanimously.**

Correspondence Report – Deb reported correspondence received and sent including some legal items, Construction Bond refunds and forfeitures, a Notary renewal, and an anonymous letter.

Standing Committee Reports

- **Administration:** Jim reported that staff has been working on gate and camera issues daily, collaborating with the Security Committee on upgraded security equipment at the gates, meeting with the CPA for end of year 2017 financials, and working with IT setting up the new computers for the Security program.
- **Legal:** n/a
- **Architectural Control:** Dave G shared that plans for one 4-season room and one fence were approved. The ACC meets on Tuesdays at 7 pm if there are items to discuss.
- **Communications:** Deb reported that she restricted the email contacts and was encouraged by dozens of positive responses to a test email to a subset of the total population. She distributed a draft of a Security email intended to inform homeowners about the new Security equipment and including the form to be returned with the homeowner preferred telephone numbers and signature. The Board will review and comment.
- **Finance:** Jerry informed the Board that he, Laurie, and Denny are updating the Collections process and procedures. He also has requested bids for the 2018 accounting review.
- **Lakes and Beach:** Dennis reported that Aquo-Service has submitted a bid for 2019 weed control for the lakes at the same price as for 2018. He made a **motion** to accept, seconded by Laurie, and the **motion** passed unanimously. Fall walleye fish stocking of Autumn Lake has been completed. Missouri DNR will inspect Autumn and Spring. Lakes' dams on the morning of December 13, as required bi-annually.
- **Maintenance:** Jim reported the maintenance crew has removed the remainder of vegetation on Dam spillways, replaced front entrance access equipment concrete pad, conduit, and wiring, helped Lakes and Beaches with buoy repairs, winterized the bath house, visitor Center, and Column Dr. irrigation system, made multiple repairs on vehicles and the blue tractor, prepared trucks for winter duties, made multiple repairs on gate Mega Towers and cameras, filled pot holes, cleaned ditch lines, culverts, and removed trees, leaves and debris from ditches. Property Owners should fill out a work order if they see something that needs attention, and remember that off street parking is required whenever snow is possible.
- **Roads:** Denny reported sending a letter to MoDot requesting warning signs and a blinking light on B but not expecting action by the state. The question was raised whether Raintree can post warning signs on Raintree property to try to raise awareness of the dangerous entry. Denny continues working on the list of roadwork for 2019.
- **Rules:** Dave Getty reported a few violations have been received, and letters were sent.

- **Security:** John reported that the upgrade to our gates continues. Keypad installation has been started, and installation of new software and new cameras will be followed by a week of testing.

Old Business –

- n/a

New Business –

- Jerry made two **motions** 1) to charge any and all delinquent assessments a \$15 office fee each year for preparation of forms and other duties deemed necessary to forward such accounts to the collection agency effective January 1, 2019, and 2) to charge any and all delinquent assessments an additional \$15 office fee each year for preparation of forms and other duties deemed necessary to forward such accounts to the collection attorney effective January 1, 2019. **Motion 1** was seconded by Jim, and **Motion 2** was seconded by Denny. Both **motions passed unanimously**.

Adjournment – John made the Motion to adjourn. Denny seconded, and the **motion passed unanimously**.

Open Forum – No issues were raised.

Minutes submitted by: Deb Enderson, Board Secretary