

R-Ranch Cabin Committee Meeting

Date: May 26, 2007

Attendance/Officers Present:

Chair: Ruth McCracken
Co-Chair #1: Cindy Lembkey
Co-Chair #2: Marita Nickison (not present)
Secretary: Unfilled
Treasurer: Richard Henley
Board Rep: Steve Love

Members Present:

Gene McCracken, Laura Bohler, Don Sanders, Ron Clark, Nancy Pon, Valerie Figueredo, Bill Spiker, Ute Kilian

Meeting called to order at 12:10 p.m.

Minutes:

The following corrections were made to the minutes of the meeting held on April 7, 2007:

Old Business

Item 2.F. – replace “expand” with “create more.”

Item 2.G – add “at some time this summer” to the end of the sentence.

New Business

Item 2 – delete the extraneous “to” in the second sentence.

A motion was made by Richard Henley to approve the minutes as corrected. Seconded by Ruth McCracken. The corrected minutes were unanimously approved by vote of the committee.

Old Business.

1. A secretary for the committee is still needed.
2. The Work Orders prepared from the last meeting were submitted to maintenance and the results are:
 - A. Drilling holes in the tables for umbrellas – some holes have been drilled.
 - B. Fixing holes made by woodpeckers in cabins – Some have been fixed. Maintenance will continue working on it.
 - C. Repairing screens that have broken or torn sections – All cabin screens have been repaired. Owner Kevin Tozer volunteered his time and the materials needed to repair the screens.
 - D. New curtains in some cabins – Don Sanders reported that Candy’s daughter, Jennifer, has finished sewing all the curtains. They are to be installed. Bill Spiker volunteered to help install the curtains and will contact Nodie.

- E. Repairing shower handles and checking for bugs in shower heads – Done. Members noted that the handle in the men’s showers at Bath House #3 has been repaired.
 - F. Replace missing “charcoal only” signs at cabin BBQs – all done. They look beautiful. There are also some new BBQs, and old ones have been painted silver.
 - G. Cindy Lembkey made a motion to request that two holes be drilled in the picnic tables, to allow for two sizes of umbrellas. Motion seconded by Rich Henley. All approved.
 - H. Bill Spiker noted that there is a problem in the men’s shower at Bath House #3 in the backing has significant bowing. A work order will be submitted to correct the problem.
3. Items presented to the Board of Directors at the April 21, 2007 meeting: expand storage lockers, second sink outside of bath houses, add shelf next to bath house sinks and light over sink, install fire extinguishers at each bath house except #7 and #8.

The Board has asked Paul Adams to get estimates. Paul will work on it after the Memorial Day weekend and should have them ready for the July board meeting.

Steve Love reviewed some of the bath houses with Paul.

Bill Spiker noted that the lockers are adequate, and suggested the committee might be better off expending time and money elsewhere, on more pressing issues?

Richard Henley noted there is a rodent problem in the storage lockers.

After discussing options and suggestions, a motion was made by Cindy Lembkey to post signs in the locker areas requesting that owners not store food and suggesting rodent-proof packaging such as Rubbermaid containers rather than cardboard boxes. Motion seconded by Ruth McCracken and unanimously approved by the committee. The office will be asked to post the signs in the lockers, and Cindy Lembkey will purchase battery-operated ultrasound pest repellants.

4. Report of Richard Henley regarding original permit for A Cabins:

Rich went to Napa County. Paul Adams thought there were 25 A cabins approved. The County is searching for the permit for construction.

He is also talking to Napa about whether it’s possible to upgrade cabins with electrical.

Planner Bob Nelson is looking into the A cabin permit. It takes time to research. Bob will get back to Rich with the information.

As to upgrading with electrical, the general response from two planners is positive. One said to be organized and have complete plans, including codes, gauge, wires, how many cabins, which ones.

Rich has one more person to talk to next week.

Steve Love cautioned that the committee cannot take definitive action or make requests from the County without board approval. All members agreed that this was not what Rich is doing; he is gathering information. Steve said when the committee is ready to request action from the County, the board could provide approval for Rich to act as an agent for the Board of Directors and provide him with a letter of authorization.

New Business:

1. Cabin Checklist. The committee reviewed the draft cabin checklist prepared by Ruth McCracken. Suggested revisions are included in the attached checklist. Ron Clark informed the committee that Wild Horse Ranch uses a similar checklist, but uses it as an owner survey. The committee agreed that this checklist would serve the owners and staff better if used as an owner survey. A small sheet could be provided to owners when they pick up the cabin key, and the owner could return it completed along with the key at check-out. Ruth McCracken will ask her Wild Horse contact for a copy of their cabin checklist.

It was suggested that cleaning equipment should be available at all cabins, rather than needing to borrow equipment from the lodge for non-A cabins.

2. The committee agreed that every cabin should be vacuumed and swept for cobwebs before each major holiday.
3. The committee discussed budgeting to purchase mattresses for the wooden platforms. The platforms need to be measured, but they may be wide enough for a double mattress. Some mattresses are already in poor condition. Nancy Pon will investigate mattress liquidators that sell hotel seconds in good condition.
4. Shelving and a pole to hang clothes on in cabins 1-5A could be installed, as they are in some of the other cabins.
5. A suggestion was made that the heaters in the A cabins could be turned off in the summer. Steve Love confirmed that it would be possible, but some owners may want or need to have them.
6. A suggestion was made to see if all owners could volunteer one day each year to help with ranch projects. A reward system was discussed, possibly providing owners with a guest or horse riding pass.

Next Meeting Date.

The next meeting will be held June 30, 2007 at 12:00 p.m. in the Lodge. There will be meeting notices posted in the ROA office and Lodge, and on the Yahoo e-mail group.

The meeting was adjourned at 1:20 p.m.

Laura Bohler, Volunteer Secretary

Thank you to:

Paul Adams for being so responsive to work orders and requests
Steve Love for submitting requests in a timely manner
Kevin Tozer for volunteering to fix the screens
Candy's daughter, Jennifer, for sewing the curtains
Bill Spiker, for volunteering to help install the curtains
Richard Henley for his time getting information from Napa re cabin permits
Nancy Pon for investigating mattress liquidators
Ruth McCracken for her work on the cabin checklist
All other volunteers and supporters!

Work Order List from May 26, 2007 meeting

1. Install two holes in picnic tables for umbrellas – one 1” and one 2”
2. Fix backing in men’s shower at Bath House #3.

OWNER CABIN CHECKLIST

Regular Cabins:

- Cord or string on light – long enough to reach?
- Curtains – wear, holes or mold?
- Window an door screens – any holes or tears?
- Closing of door – does it stay locked when pulled on?
- Any graffiti, including underneath the top bunk?
- Cobwebs
- Clean up cigarette butts and beer caps

“A” Cabins

- Check items above first
- Turn lights off and on to check for bunt bulbs
- Close windows – bathroom window can be left open 1 inch
- Turn blinds up and down to see if working correctly
- Cleaning supplies – enough for the next person?
- Extra roll of toilet paper and extra garbage bag?
- Wall hooks – are they secure in wall?
- Are the bed frame rollers intact?

Comments: _____

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