

## **R-Ranch Cabin Committee Meeting**

### **Minutes**

**Date:** 8/4/07

**Officers Present:**

**Chair:** Ruth McCracken

**Co-Chair #1:** Cindy Lembkey

**Co-Chair #2:** Marita Nickerson (not present)

**Secretary:** Dawn Clark (not present)

**Treasurer:** Rich Henley

**Board Representative:**

**Members Present:** Laura Bohler, Robin Countryman-Valk, Valerie Figueiredo, Rich Henley, Jeff and Cindy Lembkey, Nancy Pon, Gene and Ruth McCracken, Ruth Susoff

**Meeting:** Called to Order at 12:10 pm.

**Minutes:** The Minutes of the 6/30/07 meeting were read and approved as written.

**Treasurer's Report:** Rich Henley confirmed that we have no funds in our treasury.

**Old Business:**

1. The Chair reported on the Requests for Repairs Funding that was presented at the Board of Directors meeting on 7/21/07. The requests were for the following:
  - a. Funding for Electrical Poles that were approved in 2006.
  - b. Sinks at the Bathhouses for the Cleaning Staff.
  - c. Fire Extinguishers for each Bathhouse in the Cabin area.
  - d. New Double Mattresses sets for the current 10 "A" Cabins

The Request for Repairs Funding came to a total of \$4825.00 and had been developed with input and approval by Paul Adams, the Ranch Manager. The Chair reported that Paul was not able to be at the Board meeting due to a ranch emergency. As a result, the President said it would be tabled until the Owners meeting on 8/18/07. At the time of this meeting requests are still pending approval.

2. Dorothy Guajardo, an owner who uses a trailer, contacted the Chair to inform her that she has a friend who has can give us a reduced price on the mattresses needed for the "A" cabins. Ruth and Gene McCracken will survey the empty "A" Cabins on Monday to determine if we really need to replace the complete mattress set or just the top mattress.
3. Rich Henley has discussed the Napa County Permit that he obtained with Paul Adams and they are looking at the feasibility of adding 5 more "A" cabins.

- a. There had been 5 areas originally identified for “A” cabins and the area by Bathhouse #6, which is near the new power panel, might be a good choice for the next area to build “A” cabins.
- b. Rich has talked with one of the owners and given him the plans for the cabins. This owner will prepare an estimate for Rich.
- c. A cost estimate needs to be submitted for the 2008 Budget. The committee felt that either an electrical wall heater or propane would work, depending on which would be most cost effective. The cost of \$14,000 per cabin will be submitted based on previous costs and adding for inflation over the past several years.

**New Business:**

1. The Cabin User Checklist was presented to the Board at the 7/21/07 meeting and was approved by the Board with several suggestions. There were no Cabin User Checklists completed at the time of this meeting due to the confusion on how they should best be distributed to the cabin users. Candace has suggested that due to the activity of the ROA when owners check in, having the cleaning staff leave the forms in the cabins would work best. The Cabin Committee should have some to review at their next meeting.
2. Budget Requests for 2008 were discussed. The Office Manager has asked the committee to prepare a figure as soon as possible because the 2008 budget is being developed at this time.
  - a. The request for 5 more “A” Cabins will be submitted as discussed above.
  - b. The committee would like to request two more clusters of electrical poles for 7 cabins each, similar to the ones approved to be installed this coming fall for cabins #18-24.
  - c. The committee has decided that adding double mattresses to the platforms would be difficult at this time due to the expense and labor it would take to build out the platforms the necessary 4-6 more inches, with the possibility of some doors needing to be moved. Owners will be recommended to bring their own air mattresses for use on the platforms.
  - d. Additional budget requests will come from the Surveys returned with the ballots.
3. There was a question raised regarding the Late Check-Out procedure. It seems that owners have been told different times, or told they could not have the late check-out when they arrived. The Chair will talk to the Office Manager to see if there is a procedure in place for late check-out.

**Next Meeting Date:** The next meeting will be Saturday, Sept. 15th at 12:00 noon in the Lodge.

**Meeting was Adjourned:** At 1:15 pm.

Submitted by:

Ruth McCracken, Substitute Secretary

**Addendum 8/15/07:** The next meeting date was changed to Saturday, Sept. 8th at 1:00 pm in the Lodge.