

## Williamson Valley Ranch Road Association

Minutes for the Regular Board of Directors Meeting  
held on October 7, 2019

### **Notice of Meeting:**

1. Sandwich Boards: Sandwich boards were placed at Cowboy Trail and Williamson Valley Ranch Road entrances on October 5, 2019.
2. Emails: Emails were sent to all known community members' email addresses on October 4, 2019.
3. Website: Notice of the October 7, 2019 regular board meeting was posted on the WVRRA website on February 20, 2019.

### **Roll Call of Board Members:**

Members Present: Erik Routh, Dan Avila, Jim Copland, Sharon Fitch and Doug Langston  
Quorum: 5 of the 5 serving board members were in attendance. Quorum confirmed.

### **Other Community Members Present:**

A sign-in sheet recorded 11 community members in attendance.

**Guests Present:** None

### **Meeting Called To Order:**

The regular Board of Directors meeting was called to order at 7:03 p.m. by Board Member Doug Langston, President.

### **Meeting Minutes:**

The minutes for the August 5, 2019 regular meeting of the Board of Directors were approved by board members as written and were posted on the WVRRA website on August 14, 2019. The September regular board meeting was previously cancelled so no minutes exist for this cancelled meeting.

### **Reports by Officers and Committees:**

1. President's Report: None
3. Treasurer's Report:

Because the September board meeting was cancelled, the following Treasurer's Report provides the Association's financial information for August and September:

#### August 2019

Opening Balance as of August 1, 2019:	\$126,116.54
Deposits made as of August 31, 2019	150.00
Expenses Paid as of August 31, 2019	<u>( 89,087.67)</u>
Ending Balance as of August 31, 2019	\$ 37,178.87

**September 2019**

Opening Balance as of September 1, 2019:	\$ 37,178.87
Deposits made as of September 30, 2019	0.00
Expenses Paid as of September 30, 2019	( 4,800.00)
Ending Balance as of September 30, 2019	\$ 32,378.87

Assessments:

195 Assessments were paid on or before September 30, 2019  
Two (2) assessments are delinquent as of September 30, 2019  
Liens have been filed on all delinquent assessments

Motion to Approve Treasurer's Report:

Made by: Board Member Dan Avila  
Seconded by: Board Member Sharon Fitch  
Motion Carried: Yes, by unanimous vote

4. Acting Secretary's Report: None

**Old Business:**

1. Weed Spraying and Cutting: COMPLETED

**New Business:**

1. Scheduling Road Walk-through:  
All Board members agreed to schedule the Board's annual road walk-through on November 2, 2019 at 9:30 a.m.
2. Scheduling of 2020 Annual Meeting:  
All Board Members agreed to schedule the 2019 Annual Meeting on Monday, January 13, 2020 at Yavapai County Fire and Medical Station #57. Notice of said meeting will be posted on the WVRRA website and written notice will be included in the year-end materials mailed to all community members on or before November 30, 2019.
3. Scheduling of 2020 Regular Board Meetings:  
In accordance with WVRRA Bylaws and in order to secure the use of Yavapai County Fire and Medical Station #57 for fiscal year 2020, the Board set the Regular Board Meeting dates for 2020 as follows:  
February 3, 2020  
March 2, 2020  
April 6, 2020  
May 4, 2020  
June 1, 2020  
July 6, 2020  
August 3, 2020  
September 14, 2020  
October 5, 2020  
November 2, 2020

4. Notice of Vacancies on Board and Request for Community Members to Submit Their Names if Interested in Serving on the Board:

The Board discussed that there are several vacancies on the Board of Directors and that community members are to be notified of these vacancies. A Motion was made by Board Member Sharon Fitch, that the Association President send an email to all community members whose emails are known to the Board requesting that any and all community members interested in being elected to serve on the Board next year submit their names, along with a short Bio, for inclusion on the Annual Meeting Ballot. The motion was seconded by Board Member Jim Copland and was carried by unanimous vote.

**Annual Calendar:**

1. 03/15/19 – WVRRA Tax Return Due (Treasurer): DONE
2. 04/15/19 – WVRRA Insurance Renewal (President): DONE
3. 04/15/19 – WVRRA Corporate Documents Filing Due (Law Firm): DONE
4. 04/15/19 – WVRRA Insurance Certificate Due to YC Fire (President): DONE
5. October – Road Walk-through (BOD):
6. 11/02/19 – Road Walk-through by Board Members
7. November – Preparation for 2020 fiscal year, including but not limited to assessments, annual meeting, 2020 board meetings schedule, and any and all resultant document preparation and mailings to community members.

**Announcements:** None

**Next Meeting:**

The next regular meeting of the Board of Directors is Monday, November 4, 2019.

**Open Forum:**

1. A community member asked about putting solar lights at the entrance to Williamson Valley Ranch at Outer Loop Rd. Board Member Jim Copland took the Action Item to research the County requirements, if any, for adding solar lights to this entrance.
2. A community member asked about having a “no passing zone” placed on Outer Loop Rd. at or around the Cowboy Trail entrance to Williamson Valley Ranch because of safety concerns for parties turning onto Cowboy Trail from Outer Loop Rd. The Board explained that it had no authority under the Association’s governing documents on this matter because Outer Loop Rd. is under the jurisdiction of Yavapai County. The Board suggested that any and all community members who have concerns on this issue should contact Yavapai County, Roads Division.

**Adjournment:**

Motion to adjourn the August Board of Directors meeting was made at 7:35 p.m. by Board Member Erik Routh. The motion was seconded by Board Member Jim Copland and the motion carried by unanimous vote.