

THE RANCHO TEHAMA ASSOCIATION
BOARD of DIRECTORS REGULAR MEETING ORDER OF BUSINESS/AGENDA
Tuesday July 21, 2020 Time: 10:00 AM
In front of Rancho Tehama Association Office

Call to Order:

Quorum Present:

Opening Ceremonies: Welcome/Pledge the Flag.

Meeting Rules: No audio or video recording allowed by attendees. However, the Secretary/ Manager may record the meeting to aid in the preparation of minutes. The recording is deleted once the minutes have been prepared. As provided in the "Open Meeting Act," members may observe the meeting but do not have the right to participate in the Board's deliberations or votes. Members may address issues during the Open Forum portion of the meeting. Attendees may not engage in obscene gestures, shouting, profanity or other disruptive behavior. If attendees become disruptive, they may be expelled from the meeting.

Announcements:

Guests: Bob Williams, Eric/Tina Varcomm, Highway Patrol, Sherriff Dept. (may or may not be present)

President Report: Elworthy – Approve updated Election rules due to SB323

Treasurer Report: Gutierrez

Vice President Report: Price

Member at Large: Green – Not able to attend

Approve Intent to Lien letters: (63) 866976, 866788, 867075, 985761, 985765, 866039, 866040, 866722, 866733, 866778, 865961, 865385, 865613, 866976, 866788, 867075, 985761, 985765, 866039, 866040, 866722, 866733, 866778, 865961, 865385, 865613, 865880, 865953, 866154, 866628, 867012, 867049, 867243, 867273, 911359, 948758, 953373, 953377, 988741, 988745, 992078, 928277, 928274, 865346, 865347, 865348, 964163, 866778, 894523, 867068, 985685, 866922, 969259, 865354, 997789, 865778, 866023, 866060, 866666, 866916, 867147, 985766, 899572

Adopt Minutes of Previous Meeting: January 25, 2020

New Business (discuss and/or vote on issues relating to the following subject):

1. Approve updated Election Rules
2. Announce New Election date of October 24, 2020 Ballots will go out in September
3. Board approved the rental of a cardboard compactor

Old Business:

Open Forum: During open forum, each attendee may address the board for up to two minutes; request to speak slips should be filled out and given to the president before speaking. A director or manager may briefly respond to statements made or question posed. Speakers must observe the rules of decorum and not engage in obscene gestures, shouting, profanity or other disruptive behavior. If a speaker is in the middle of a sentence when time is called, he/she may finish their thoughts before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others. All persons must follow the Meeting Rules listed at the top of this agenda.

In accordance with Civil Code Section 4935 the Board may adjourn to, or meet solely in, executive session to consider litigation, matters relating to the formation of contracts with third parties, member discipline, personnel matters, or to meet with a member, upon the member's request, regarding the member's payment of assessments, as specified in Section 5665. Further, the Board shall adjourn to, or meet solely in, executive session to decide whether to foreclose on a lien pursuant to Civil Code Section 5705(b). Any matter discussed in executive session shall be generally noted in the minutes of the immediately following Board meeting that is open to the entire membership.

The Board met in Executive Session on July 15, 2020:

Approved Delinquent Accounts

Reviewed Intent to lien letters (which will be approved in July 21, 2020 Open meeting)

Approved Bad Debt Write off

Reviewed Yearly review of employee

Approved Authorization to Publish

Approved Payment plans

Met with Management Trust to discuss financials

Met with potential new realtor

Approved the rental of a cardboard compactor

May 13, 2020:

4 annual employee reviews

Architectural and Covenants Committee presentation

Reviewed report made by attendant regarding excess dumping

Conclusion of AT&T Cell Tower Project

Reviewed 2 Payment Plan Proposals and 1 member request to waive 2 late fees, and reviewed 12 Authorization to Lien letters.

Adopted Minutes: April 17, 2020

April 17, 2020:

Discussed Mow to the road

Visible address signs

Successful mask giveaway during Food Bank at the Rec. Hall – Handed out 7 dozen masks to community members – will continue making and distributing more masks.

Shelter in Place – We are all in this together

Reviewed Management Trust Service Agreement

Reviewed pre-lien letters to be authorized in open meeting, Approved Authorizations to proceed and Authorizations to publish.

Adopted Minutes: March 17, 2020 and March 26, 2020

March 18, 2020:

Employee of the Month

3 employee reviews

Reviewed pre-lien letters to be authorized in open meeting,

Approved Authorizations to proceed and Authorizations to publish.

Adopted Minutes: February 21, 2020

February 21, 2020:

Approved (2) Resolutions, Member will be attending meeting to discuss notice of violation they received. Discussed Nations problem with recyclables. Discussed moving of Marque for better member access.

Personnel: Employee of the Month

Reviewed pre-lien letters to be authorized in open meeting, Approved Authorizations to proceed and Authorizations to publish.

Adopted Minutes: January 24, 2020

The Rancho Tehama Association (RTA) Board of Directors Open Meeting Minutes

July 21, 2020

Call to Order: 10:05 AM

Quorum Present: Debbie Elworthy, Richard Gutierrez and Jim Price

Opening Ceremonies: Welcome/Pledge the Flag.

Meeting Rules: No audio or video recording allowed by attendees. However, the Secretary/ Manager may record the meeting to aid in the preparation of minutes. The recording is deleted once the minutes have been prepared. As provided in the "Open Meeting Act," members may observe the meeting but do not have the right to participate in the Board's deliberations or votes. Members may address issues during the Open Forum portion of the meeting. Attendees may not engage in obscene gestures, shouting, profanity or other disruptive behavior. If attendees become disruptive, they may be expelled from the meeting.

Announcements: None

Guests: None

President Report: Elworthy – Announced Board Member Lupe Green did not attend this meeting due to Covid 19 and being high risk. Lupe is actively working and involved in Board decisions

Treasurer Report: Gutierrez

Vice President Report: Price

Member at Large: Green – Not able to attend

Board Approved Intent to Lien letters: (63) 866976, 866788, 867075, 985761, 985765, 866039, 866040, 866722, 866733, 866778, 865961, 865385, 865613, 866976, 866788, 867075, 985761, 985765, 866039, 866040, 866722, 866733, 866778, 865961, 865385, 865613, 865880, 865953, 866154, 866628, 867012, 867049, 867243, 867273, 911359, 948758, 953373, 953377, 988741, 988745, 992078, 928277, 928274, 865346, 865347, 865348, 964163, 866778, 894523, 867068, 985685, 866922, 969259, 865354, 997789, 865778, 866023, 866060, 866666, 866916, 867147, 985766, 899572

Adopt Minutes of Previous Meeting: Adopted January 25, 2020 Minutes

New Business (discuss and/or vote on issues relating to the following subject):

Motion made by Price to approve updated Election Rules, Gutierrez 2nd, all in favor passed

Board Announced New Election date of October 24, 2020 Ballots will go out in September

Board announced approval of the rental of a cardboard compactor, electricity will need to be installed and then they can install compactor.

Old Business:

Open Forum:

Member argued that our election new rules are not based on SB323. Board advised the election rules were drafted by our attorney based on SB323.

The Board met in Executive Session on July 15, 2020:

Approved Delinquent Accounts

Reviewed Intent to lien letters (which will be approved in July 21, 2020 Open meeting)

Approved Bad Debt Write off

Reviewed Yearly review of employee

Approved Authorization to Publish

Approved Payment plans

Met with Management Trust to discuss financials

Met with potential new realtor

Approved the rental of a cardboard compactor

May 13, 2020:

4 annual employee reviews

Architectural and Covenants Committee presentation

Reviewed report made by attendant regarding excess dumping

Conclusion of AT&T Cell Tower Project

Review ed2 Payment Plan Proposals and 1 member request to waive 2 late fees, and reviewed 12 Authorization to Lien letters.

Adopted Minutes: April 17, 2020

April 17, 2020:

Discussed Mow to the road

Visible address signs

Successful mask giveaway during Food Bank at the Rec. Hall – Handed out 7 dozen masks to community members – will continue making and distributing more masks.

Shelter in Place – We are all in this together

Reviewed Management Trust Service Agreement

Reviewed pre-lien letters to be authorized in open meeting, Approved Authorizations to proceed and Authorizations to publish.

Adopted Minutes: March 17, 2020 and March 26, 2020

March 18, 2020:

Employee of the Month

3 employee reviews

Reviewed pre-lien letters to be authorized in open meeting,

Approved Authorizations to proceed and Authorizations to publish.

Adopted Minutes: February 21, 2020

February 21, 2020:

Approved (2) Resolutions, Member will be attending meeting to discuss notice of violation they received. Discussed Nations problem with recyclables. Discussed moving of Marque for better member access.

Personnel: Employee of the Month

Reviewed pre-lien letters to be authorized in open meeting, Approved Authorizations to proceed and Authorizations to publish.

Adopted Minutes: January 24, 2020

Board Member

Date