

## **Mission Manor at Ray Ranch**

Homeowner's Association

Board Meeting Minutes

January 13, 2021

**Members present:** Ross Thomas, Gerry DaRosa, Warren White, Rick Palmatier, Melissa Bernard

**Other attendees:** Pam Rogers (TCPM)

**Members absent:** none

**Location:** Zoom meeting

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The meeting was called to order at 7:01 p.m.

Minutes: The meeting minutes from 11/30/20 were reviewed & approved on unanimous vote

Treasurer's report: W. White reviewed the end of December financial reports, R. Thomas motion, R. Palmatier second, approved on unanimous vote

### Old business:

- Architectural: Lot 9 (sidewalk pavers), color sample appreciated but never before required, R. Thomas motion, M. Bernard second, approved unanimously  
-- Lot 20 (synthetic grass), past approvals, R. Thomas motion, R. Palmatier second, approved unanimously
- Annual meeting to be held in conjunction with May regular meeting, confusion over quorum last year with Zoom & less than complete mailing. TCPM to send requests for nominations in the next week
- Insurance increase: reopened discussion of liability limits increase to \$2M for both general liability and D&O coverage, G. DaRosa motion, W. White second, approved unanimously
- Landscaping: still confusion on the recommendations for tree removal, request that TCPM ask Caretaker to flag the trees; consent on removal of dead tree along Dobson (near bus stop) & willow in SW corner that is leaning on neighboring fence (identified as first & last items on 11/3/20 proposal)  
-- timing for renovation pruning, TCPM to express Board's concern that previous pruning has killed the plants, need to maintain sustainable trimming practice  
-- also, need attention for the plants growing inside of other plants

- Emails with board meeting information becoming larger and creating delivery problems, TCPM to look into possible portal solution on new system

New business:

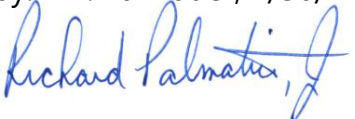
- Wall repairs & repainting: the Board discussed the history of past contractors opinions on water damage, south side is again in need of repairs due to damage, Dobson side needs periodic re-paint consistent with plan to focus on a rotating repair plan  
-- caution letter for homeowners to redirect internal sprinklers to be sent again, more complete documentation for potential repair assessment in the future
- 2021 Meeting calendar: reviewed & agreed upon, location to be dependent on health advisories  
-- March 10, May 12, July 14, September 8, & November 10, 2021

The meeting moved into Executive Session at 7:40 p.m.

The meeting was adjourned at 7:46 p.m. on unanimous motion.

NEXT MEETING: March 10, 2021, 7:00 p.m.

Submitted by: R. Palmatier, 1/30/21

Approved:  3/10/2021

**Mission Manor at Ray Ranch**  
Homeowner's Association  
Executive Session Meeting Minutes  
January 13, 2020

**Members present:** Ross Thomas, Gerry DaRosa, Warren White, Rick Palmatier, Melissa Bernard

**Other attendees:** Pam Rogers (TCPM)

**Members absent:** none

**Location:** Zoom meeting

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The meeting was called to order at 7:40 p.m.

Minutes: The meeting minutes from 11/30/20 were mistakenly left from the meeting materials, TABLE review & approval until next meeting

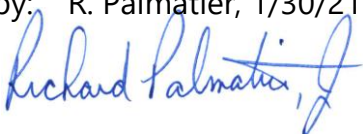
Collections: no issues for discussion or vote

Violations: no current items for violation action

- Upper wall "cap" for lot #37 needs a repair notice, homeowner installation of bracket which has pulled block loose

The Executive Session closed at 7:46 p.m.

Submitted by: R. Palmatier, 1/30/21

Approved:  3/10/2021