

Wolf Creek Ranch Owner's Association
Board of Directors Meeting Minutes

21 Feb 2023

Attendees

Nelda Duff
Carol Weathers
Lee Kinard
Rick Ramos
Steve Meyers
Bill Bishop
Eliza Bishop
Pete Mefford

Lyn Mefford
Jennifer Shuta
Kim Taniguchi
Cindy Taniguchi
Mark Stracke
Patti Skinner
Tommy Skinner
Andy Gray

Attachments

Agenda
Sign-in Sheet
Proxy for John Manton

Restructure of Ranch Committee, etc
Budget Amendment

Having confirmed a quorum of directors present to conduct the business of the Association, President Weathers called the meeting to order at 6:00 PM at the Silver Creek Community Center.

This is a Special Called Meeting of the Wolf Creek Ranch Board of Directors held in person.

Approval of the meeting agenda. Lee so moves and Tommy seconds. Vote by acclamation.

Member Comments

Mark Stracke commented that the fence work is starting.

Carol commented on the total Solar eclipse which will occur 8 April 2024 in the afternoon for about 4 ½ hours and the path will cross directly over Lake Buchanan from southwest to northeast.

Bill Bishop commented that allocating retained earnings now is premature.

Items For Action and Discussion

Approval of BOD meeting minutes from 21 January 2023. Motion made by Rick and second by Lee. Approved by acclamation.

Wolf Creek Ranch Owner's Association
Board of Directors Meeting Minutes

21 Feb 2023

Review And Approve Proposed Restructuring of Committees

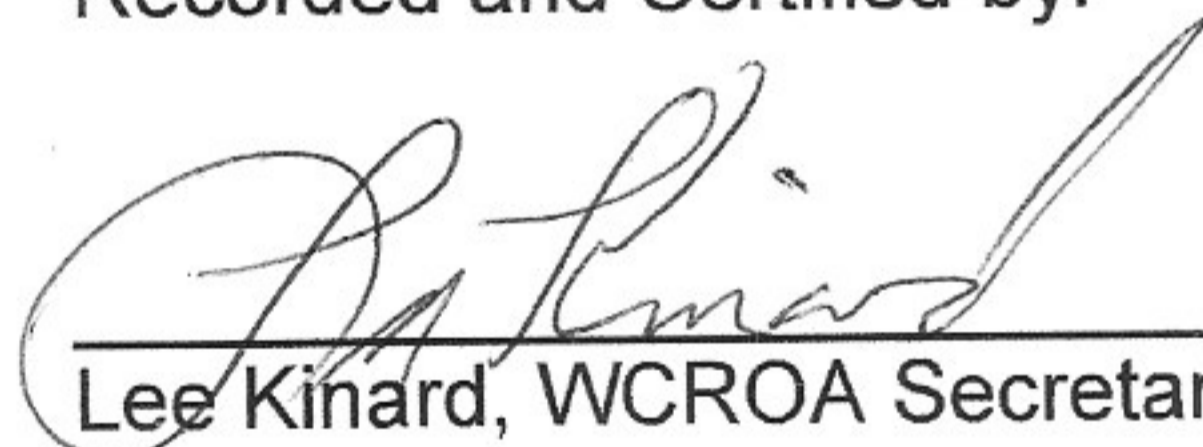
Rick provided a synopsis of the committee restructuring and the BOD then voted. Motion to approve was submitted by Tommy and second by Cindy. Approved by acclamation.

Review and Approve Proposed Amendment to 2023 Budget

During the review of the amendment details, it was determined that the summary allocations and math need a correction before it can be fully approved. However, it was determined that the basis in the line items is correct. Motion to partially approve was made by Cindy and second by Tommy. Approved by acclamation.

Motion made to adjourn by Lee and second by Tommy.
Meeting adjourned at 7:06 pm.

Recorded and Certified by:


Lee Kinard, WCROA Secretary

3 Aug 2023
Date

WCROA SIGN-IN SHEET

Project:	Board Meeting	Meeting Date:	February 21, 2023
Facilitator:	Carol Weathers	Place/Room:	Community Center/Tele Conf

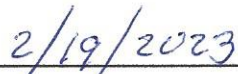
Name	Name
Carol Weathers	
R. K. ...	
Melda ...	
Patti Skinner	
LEE KWARD	
RICK LAMES	
MEYERS	
Shuba, Jennifer	
STRACKE	
10 Kim Taniguchi	
Cindy Taniguchi	
Eliza Bishop	
Bill Bishop	
Lynn Mefford	
15 Pete Mefford	
ANDY GRAY	

**Wolf Creek Ranch Owners Association
Board of Directors Meeting Proxy**

I, John Manton, hereby appoint Carol Weathers as agent and proxy for purposes of voting in my behalf at the Wolf Creek Ranch Owners Association Board meeting to be held on Tuesday, February 21, 2023 upon such business as may properly come before said meeting.



Signature
John Manton
WCROA Board Director



Date

This proxy is valid for the February 21, 2023 WCROA Board meeting only.

DRAFT AGENDA
WCROA BOARD OF DIRECTORS Meeting
Tuesday, February 21,2023 @ 6:00 P.M.
Silver Creek Fire Hall & Community Center, 101 CR 128, Burnet

- * Call Meeting to Order by Carol Weathers
- * Confirm Board Quorum (Roll Call)
- * WCROA Attendee Sign-in Sheet
- * Approval of February 21, 2023 Draft Agenda for WCROA Meeting
- * WCROA Member Comments

ITEMS FOR ACTION

- * Approve January 21, 2023 Draft Minutes
- * Review and approve proposed restructuring of committees
- * Review and approve proposed amendment to 2023 Budget to support restructuring of committees and allocating retained earnings

Adjourn WCROA Board Meeting and convene for Executive Session (As allowed under Chapter 209 of the Texas Property Code).

Adjourn the Executive Session and reconvene the WCR Board Meeting to Order.

WCROA Board action on any applicable business discussed in Executive Session.

Adjourn WCROA Board of Directors Teleconference Meeting.

Wolf Creek Ranch Owner's Association
Board of Directors Meeting Minutes

21 Jan 2023

Attendees

Nelda Duff
John Manton
Carol Weathers
Lee Kinard
Rick Ramos
Bill & Eliza Bishop
Lyn & Pete Mefford
Jennifer Shuta
Kim & Cindy Taniguchi
Chris & Julie Kelley
Claudia Machell by Telephone

Terry & Mark Stracke
Kay Lester
Chris & Casey Pezold
Mike & Chris Burkett
Joseph Dindinger
Helen & Andrew Piechowski
Laurie & Bill Comegys
Patti Skinner
Tommy Skinner
Stephanie Black

Attachments

Agenda
Sign-in Sheets
Proxy for Steve Meyers
Quote for Major Road Repairs

Treasurer's Report
WCROA Election Guides
DRB Report
Maintenance Report

Having confirmed a quorum of directors present to conduct the business of the Association, President Weathers called the meeting to order at 9:03 AM at the Silver Creek Community Center.

This is the Winter 2023 Wolf Creek Ranch Board of Directors Meeting held in person with teleconference attendees.

Approval of the 21 January 2023 agenda. Tommy so moves and Cindy seconds. Vote by acclamation.

Member Comments

Eliza noted that the website is difficult to get logged onto.

Jennifer asked about the status of the dock lease.

Claudia asked if the notices could be included in the newsletter as bulleted notes.

Chris Pezold had concerns about Eliza Bishop's stable business.

Mark Stracke noted that a pair of eagles are apparently nesting just off of White Bluff road. Jennifer indicated that they have been there for 3 years.

Carol indicated that there will be a complete eclipse of the Sun over Lake Buchanan 8 April 2024.

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Items For Action and Discussion

Approval of BOD meeting minutes from 19 November 2022. Motion made by Tommy and second by Rick. Approved by acclamation.

Approval of the members of the DRB and the Maintenance Committee. Motion made by Tommy and seconded by Rick. Approved by acclamation.

John submitted a quote (see attached) for major road repairs generated by our paver, Gene. John said there were 8 RFQs sent out and only 2 responded. The other quote was considerably higher. Motion was made by Rick and seconded by Cindy to Start work on the roads and approve funding for all road work quoted and to start with the edge work. Additionally, the sequence of the work will be approved by the WCROA Board. Approved by acclamation.

Nelda supplied a report (see attached) showing the process for election of WCROA Board Directors. Motion was made to accept by Cindy and seconded by Rick. Approved by acclamation. Two board members terms are complete and are up for reelection or replacement; Rick Ramos and John Manton. Rick stated that he will not be running for reelection.

Committee Reports

John Manton submitted the Q1 Treasurer's Report (see attached) including the budget variance report from 2022 and the 2023 approved budget. Also included is the report of retained earnings and proposed allocations. There was a 48 minute discussion about accounting principals which ended with the BOD agreeing that it will revisit the options about how to allocate the retained earnings to special projects.

Lyn Mefford reported on the activities of the DRB (see attached).

Eliza Bishop reported on the activities of the Maintenance Committee (see attached).

Mark Stracke reported on the cattle and fencing. He said there is a good possibility that the value of the future grazing lease will be zero. Included in the next fencing section will be the water gap at the Hampton House. They will begin the next section, which is behind the Wong place, in March.

Chris Pezold reported on the dock repair process. He has a quote for \$9400 to repair the burned dock and further stabilize it. His budget is \$6000 so an additional \$4000 will need to be added to it. He said that might include a rudimentary security fence and chain gate.

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Andy Piechowski reported on the Firewise Committee. One new water tank was installed in 2022 and he intends to install another one on the east side of North Morgan Creek since there is a new home there.

Helen Piechowski reported on the MLDP.

Motion made to adjourn by Tommy and second by John.
Meeting adjourned at 11:52 pm.

Recorded and Certified by:

Lee Kinard, WCROA Secretary

Date

DRAFT



Restructure of Ranch Committee Responsibilities - Summary

February 21, 2023



Restructuring Objectives

- Clarify roles and responsibilities for ranch committees
- Leverage skills and expertise in committees and focal points
- Provide for efficient delivery of services
 - ✓ Timeliness
 - ✓ Quality
 - ✓ Financial prudence
 - ✓ Accountability



Restructure Summary

Focal Point / Committee	Service Areas	Labor Sources	Board Liaison
<i>Ranch Manager</i>	<ul style="list-style-type: none">• Facilities & Structures• Gate Entrances• Main gate fields	<ul style="list-style-type: none">• Owners / Volunteers• Individual contractor*• Contractor firms	<ul style="list-style-type: none">• <i>President</i>
<i>Land Management Committee</i>	<ul style="list-style-type: none">• Common and dock areas• Herbicide application and cactus abatement	<ul style="list-style-type: none">• Committee Members• Owners / Volunteers• Contractor firms• Individual contractor	<ul style="list-style-type: none">• Vice President
<i>Dock Committee</i>	<ul style="list-style-type: none">• Dock Platform• Dock Ramp• Dock Security	<ul style="list-style-type: none">• Committee Members• Owner / Volunteers• Individual contractor• Contractor firms	<ul style="list-style-type: none">• Director at Large (Lee Kinard)

Italics indicate 2023 changes

** Primary focal point for work assignments*



Restructure Summary

Focal Point / Committee	Service Areas	Labor Sources	Board Liaison
<i>Road Maintenance</i>	<ul style="list-style-type: none">• Major Road Resurface projects• Road surface maintenance• Road reflectors and railing• Low water crossings	<ul style="list-style-type: none">• Committee Members• Owners / Volunteers• Road resurfacing/repair firm	<ul style="list-style-type: none">• <i>Director at Large (Steve Meyers)</i>
Design Review Board	<ul style="list-style-type: none">• CC&R compliance	<ul style="list-style-type: none">• Committee Members	<ul style="list-style-type: none">• President
Audit Committee	<ul style="list-style-type: none">• Internal Audit	<ul style="list-style-type: none">• Committee Members	<ul style="list-style-type: none">• Vice President
Firewise	<ul style="list-style-type: none">• Firewise Program	<ul style="list-style-type: none">• Area captains	<ul style="list-style-type: none">• <i>Director at Large (Tommy Skinner)</i>
Fencing	<ul style="list-style-type: none">• Repairs• Fence replacement project	<ul style="list-style-type: none">• Committee Members• Fence contractor firm	<ul style="list-style-type: none">• <i>Treasurer</i>

Italics indicate 2023 changes



WCROA 2023 Proposed Budget Amendment 2023-02-21

2023 Budget Approved v1.0 2022-11-19

As of:

COA	Account Description	2023 Budget	2023 Budget Amend	% Change	Inc/(Dec)	Annual \$/WCRPO	Budget Comments
5001	Wages	\$ 32,800.00	\$ 32,800.00	0.0%	\$0.00	\$ 482.35	
5010	Payroll Tax Expense	\$ 2,500.00	\$ 2,500.00	0.0%	\$0.00	\$ 36.76	
5011	FUTA Expense	\$ 110.00	\$ 110.00	0.0%	\$0.00	\$ 1.62	
5012	SUTA Expense	\$ 75.00	\$ 75.00	0.0%	\$0.00	\$ 1.10	
5014	Health Care	\$ 450.00	\$ 450.00	0.0%	\$0.00	\$ 6.62	
5015	Mileage Reimbursement	\$ 500.00	\$ 500.00	0.0%	\$0.00	\$ 7.35	
5020	Contract Labor	\$ 8,250.00	\$ 8,250.00	0.0%	\$0.00	\$ 121.32	
5025	Computer & Internet Expense	\$ 1,200.00	\$ 1,200.00	0.0%	\$0.00	\$ 17.65	
5030	Insurance Expense	\$ 21,000.00	\$ 21,000.00	0.0%	\$0.00	\$ 308.82	
5040	Firewise Expense	\$ 4,000.00	\$ 10,000.00	150.0%	\$6,000.00	\$ 147.06	Add \$6.0K from Ret-Earn to complete East Gate water tank
5055	Office Expense	\$ 1,100.00	\$ 1,100.00	0.0%	\$0.00	\$ 16.18	
5056	Bank Charges	\$ 50.00	\$ 50.00	0.0%	\$0.00	\$ 0.74	
5065	Postage & Delivery	\$ 300.00	\$ 300.00	0.0%	\$0.00	\$ 4.41	
5068	Memberships, Subscriptions & Misc.	\$ -	\$ -	0.0%	\$0.00	\$ -	
5069	Legal & Surveying Services	\$ 2,000.00	\$ 2,000.00	0.0%	\$0.00	\$ 29.41	
5070	Accounting Fees	\$ 4,745.00	\$ 4,745.00	0.0%	\$0.00	\$ 69.78	
5072	Events / Annual Board Mtg	\$ 500.00	\$ 500.00	0.0%	\$0.00	\$ 7.35	
5081	Repairs & Maint. - Gates	\$ 1,200.00	\$ 1,200.00	0.0%	\$0.00	\$ 17.65	
5082	Repairs & Maint. - Dock	\$ 1,000.00	\$ 1,000.00	0.0%	\$0.00	\$ 14.71	
5083	Repairs & Maint. - Fences	\$ 500.00	\$ 500.00	0.0%	\$0.00	\$ 7.35	
5084	Repairs & Maint. - Roads	\$ 2,000.00	\$ 2,000.00	0.0%	\$0.00	\$ 29.41	
5085	Tools, Equipment & Supplies	\$ 300.00	\$ 300.00	0.0%	\$0.00	\$ 4.41	
5086	Repairs & Maint.- Facilities/Grounds	\$ 2,500.00	\$ 5,800.00	132.0%	\$3,300.00	\$ 85.29	\$2.3K from Ret-Earn to add new Mailbox Cluster, Add \$1.0K for WCR Signage
5090	Telephone - Office	\$ 2,275.00	\$ 2,275.00	0.0%	\$0.00	\$ 33.46	
5091	Telephone - Gates	\$ 2,275.00	\$ 2,275.00	0.0%	\$0.00	\$ 33.46	
5110	Utilities-All	\$ 5,000.00	\$ 5,000.00	0.0%	\$0.00	\$ 73.53	
5115	Website	\$ 225.00	\$ 225.00	0.0%	\$0.00	\$ 3.31	
5120	Trash Pickup	\$ 9,500.00	\$ 9,500.00	0.0%	\$0.00	\$ 139.71	
5210	Groundskeeping	\$ 18,500.00	\$ 3,500.00	-81.1%	(\$15,000.00)	\$ 51.47	Xfer \$15K from Groundkeeping to Land Management/Cactus Abatement (8050)
5220	Wildlife Management	\$ 1,200.00	\$ 1,200.00	0.0%	\$0.00	\$ 17.65	
5300	Property Taxes	\$ 2,600.00	\$ 2,600.00	0.0%	\$0.00	\$ 38.24	
5400	Licenses & Permits - Dock	\$ 100.00	\$ 100.00	0.0%	\$0.00	\$ 1.47	
5600	Lease-Boat Dock	\$ 725.00	\$ 725.00	0.0%	\$0.00	\$ 10.66	
5999	Contingency Allowance	\$ 2,000.00	\$ 2,000.00	0.0%	\$0.00	\$ 29.41	
7000	Federal Income Taxes	\$ 120.00	\$ 120.00	0.0%	\$0.00	\$ 1.76	
8010	Road Fund Reserve Contrib/Withdraw	\$ 40,000.00	\$ 40,000.00	0.0%	\$0.00	\$ 588.24	
8015	Road Improvements/resurfacing	\$ -	\$ -	0.0%	\$0.00	\$ -	TBD based on new Road Committee work timing
8020	Operations Sustainability Reserve Fund	\$ -	\$ -	0.0%	\$0.00	\$ -	
8025	Dock Repair	\$ 6,000.00	\$ 10,000.00	66.7%	\$4,000.00	\$ 147.06	\$4,000 added from Retained Earnings to meet Dock repair quote est of \$10K
8030	Fence Section Replacement	\$ 10,000.00	\$ 10,000.00	0.0%	\$0.00	\$ 147.06	
8050	Cactus Abatement / Land Mgmt.	\$ 4,000.00	\$ 22,600.00	465.0%	\$18,600.00	\$ 332.35	Xfer \$15K from Groundkeeping (5210), add \$3,600 from Ret-Earn for WB trail work
8051	Hog Abatement	\$ -	\$ -	0.0%	\$0.00	\$ -	
		\$ -	\$ -		\$0.00	\$ -	
	Totals	\$ 191,600.00	\$ 208,500.00		\$16,900.00	\$ 3,066.18	

J. Manton
Treasurer

Indicates <95%
Indicates >=95% and <102%
Indicates >=102%

Revenue DUES (\$2,700 x 68)	\$ 183,600.00
Revenue Grazing Lease	\$ 2,000.00
Retained Earnings Allocations	\$ 16,900.00
Dock Repair project carryover from 2022	\$ 6,000.00
2023 Proposed Budget Amendment	\$ 208,500.00

Retained Earnings from 2022	\$ 33,826.29
Office Startup Reserve for 2023	\$ (8,000.00)
Budget Amendments 2023	\$ (16,900.00)
Dock Repair Project 2022 carryover	\$ (6,000.00)
Unallocated 2022 Retained Earnings	\$ 2,926.29