

The Refuge
Board Meeting Minutes
15 November 2023

Called to order 6:00 PM

Adjourned 7:08 PM

Board Attendees:

Kirk Kilgore, President
Kris Busch, Vice-President
Ray Newman, Treasurer
Stacey Domingo, ARB
Marcia Lytton, Secretary

Board Absent:

Mike Randolph, ARB

Action Items:

1. Ray to provide the current budget/expenditure breakout plus last 2 years. *Completed*
2. Ray will contact Dan the Man to schedule the next Preservation Lane maintenance. *Completed*
3. Kirk will forward the insurance policy to Kris for review for budget planning purposes.
4. Marcia will check website to determine if budgets are posted. *Completed – confirmed budgets not posted*
5. Marcia to create a recurring Board calendar appointment and send it to all. *Completed*
6. Blankets for the pond pump pipes. *Completed*
7. Kris will contact the city regarding responsibility for cracked sidewalks.
8. Marcia will invite Rodney McCloud to the Jan 17 meeting to discuss electronic document storage. *Completed*
9. Marcia to coordinate reserving the space at Wescott Ball Park for Feb 21 annual meeting. *Completed*
10. Marcia to contact Sam Mikitarian re previous Board discussion on playground swings. *Completed – Response: We didn't move forward on swings only because we ran out of time. A preliminary call to our insurance carrier two years ago showed there would be no impact to our current policy or budget. It is definitely worth another phone call before going ahead with it.*
11. Marcia will contact the McLeods about reimbursement for the breakfast they hosted. *Completed*

Meeting Minutes:

The September meeting minutes were unanimously approved with recommended changes and will be posted to the website.

Committee reports:

1. Treasurer – Ray Newman
 - a. Provided General Operating and Business Spending account balances.
2. Preservation Lane – Ray Newman
 - a. Ray reported it is time for the next road maintenance. He will contact Dan the Man to get this scheduled.
3. ARB – Stacy Domingo
 - a. It was reported to the Board that the Trans dogs have been seen loose multiple times but there has been no formal complaint. Stacy noted this in the Tran file for future reference.
 - b. All resident requests were approved via email prior to the meeting. There are no open items.

Old Business:

1. Board agreed that a fall clean-up event was not needed. However, items were identified for the Spring clean-up:
 - a. Gate frame needs repair
 - b. Additional areas on the doc need repair
 - c. Kayaks under the pavilion need to be emptied of water
 - d. Pressure wash sidewalks in/around Pavilion

2. New Business

- a. Kirk stated that the breakfast at the pavilion coordinated and provided by the McLeod's was a big success. The Board agreed to reimburse the resident hosting these types of events but limited to several times a year only and pre-approved for reimbursement by the Board.
- b. It was asked if Mike Randolph and Tim Dupree are getting meeting invites. It was decided that Marcia will add all Board members, including Mike Randolph and Tim Dupree, to a recurring meeting request for the monthly meetings.
- c. It was also asked if Mike and Tim are included in the Board email distribution list. Marcia confirmed that Tim is not.
- d. Rodney and Debi McCloud will be putting up holiday decorations at the entrance the Friday after Thanksgiving, Nov 24, at 10:00 am. Participation is open to all residents.
- e. Chris will contact the city regarding who is responsible for cracked sidewalks due to tree roots.
- f. Marcia will invite Rodney McCloud to the Jan 17 meeting to discuss electronic document storage.
- g. The annual meeting will be Feb 21. Marcia will coordinate reserving the space at Wescott Ball Park.
- h. Kris worked with new resident William Shealy on getting a lock for the dock gate. Kris was able to fix the existing lock and the new one will be kept as a spare.
- i. William asked about swings for the playground. Marcia will reach out to Sam Mikitarian (former President) to see if he recalls any issues when the Board previously investigated this.
- j. Kris mentioned issues at the dock with teenagers. Stacey responded there have been no complaints from nearby residents. The Board discussed adding cameras. No decision was made.
- k. Ray brought up planning for the 2024 budget and requested input. Kris asked about how the reserve levels are determined. Specifically, where insurance coverage ends. Ray will provide the latest budget figures plus 2 years. Kirk will forward the insurance policy to Kris for review. Marcia will check the website to determine if budgets are posted.
- l. The Board agreed blankets for the pond pump pipes should be installed.
- m. Board agreed to cancel the Dec meeting.

3. Next meeting

- a. 17 Jan 2024, 6:00pm
- b. Location TBD