



Board of Directors Meeting

Thursday, June 22, 2017 at 6:30-8:30pm
63621 Wagon Wheel

Attendance: Dan Stork, Geary Hund, Will Harner, Kevin Powell, Linda Doyle, Ron Bastrup, Ellen Jackman

1. **Minutes January 2017 Board Meeting** – Discussion/No Corrections/No Additions, Minutes approved.
2. **Membership Report** – Dan provided Treasurer’s report as of June 20, 2017.

balance 1/1/2017	\$6794.40
road expenses (Gary Ward 2/7/17)	\$4500.00
contributions	\$6475.00
bank interest 2017 to date	\$1.36
balance 6/20/2017	\$8695.76
mailboxes (28 rented at \$100 apiece for the key deposit) -- not sure how to account for this	

Contributions detail:

count	@	subtotals
1	\$25.00	\$25.00
25	\$50.00	\$1,250.00
12	\$75.00	\$900.00
22	\$100.00	\$2,200.00
4	\$150.00	\$600.00
2	\$200.00	\$400.00
2	\$300.00	\$600.00
1	\$500.00	\$500.00
69	totals	\$6,475.00

2017 details:

- Average contribution: \$93.75
- 2017 contributors who did not contribute in 2016: 19
- 2016 contributors who have not contributed in 2017: 13
- repeat contributors from 2016: 50

2016 comparison:

63 contributions, total \$4745, average \$75.32

Ownership background information:

- There are about 260 parcels in the area covered by Monument Manor. There are somewhat fewer owners, because many people own multiple parcels.
- In the ownership spreadsheet, there are 218 parcels, with 185 owners. The ownership spreadsheet has been developed historically by the Board, showing ownership of individual parcels with names and contact information.
- Dan has a separate list of 50 owners not in the spreadsheet, with parcel numbers but no contact information.

Discussion:

- Ron would like access to Ownership List.
 - To Do: Dan will work with Ron to give him access to Google Docs Ownership List.
 - To Do: Dan will send Geary the list of 50 owners without contact information and Geary will incorporate into his ongoing database. Through GIS program, Geary can retrieve contact information about owners through parcel numbers.

3. Membership Drive

- Geary shared a map with the group depicting the pattern of contributions in the neighborhood as an example of how the mapping program he uses can help in focusing membership drive efforts.
- The Board agreed to send a follow-up membership appeal to owners/residents who have not contributed to-date for 2017. The letter will describe our road work and other efforts to-date and why their contribution is so important for everyone in the Manor.
- We could also send a letter specific to Airbnb owners.
- The group agreed that we need to emphasize what’s been done to maintain the roads this year, upcoming road work projects and the need to fund them, the need to have enough funds on hand to reopen and repair roads after monsoons, the responsibility of each home owner to assist with maintenance of the roads and the pride of ownership in the Manor we all feel which well maintained roads are a part of.
 - To Do: Ron will compose letter by July 15 and email to Board members.
 - To Do: Ellen will take all Board member comments and finalize letter and email draft final letter to Board members for approval by July 20.
 - To Do: Linda will send approved final letter via snail mail or email by July 24 to those that have not contributed to-date.
 - To Do: Ellen will send Linda a copy of a “storm” video taken on Wagon Wheel to be included with the final email, as well as post on the website.
- We would like to encourage more owners/residents to join the Membership Committee.
 - To Do: Ellen, Geary, Linda will reach out to several neighbors to see if they are interested.

4. Future Fundraising

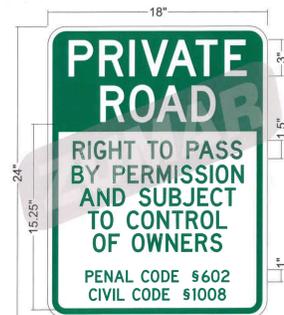
- At September Board meeting, we will assess the impact of the letter sent out on July 24 (i.e., how many owners/residents contributed after receiving the letter?) Then we can determine next steps for F/U.

5. Monument Manor Map

- The map of the Manor has been posted on the website. Common use roads are labeled.

6. Signs

- New signs approved by Board have been ordered. Signs description: green and white; “Private Road” “Right to Pass by permission and subject to control of owners, Penal Code #602, Civil Code #1008”.
- 7 new signs will be installed along Quail Springs Rd at Uphill, Desert Shadows, Rapallo, Rincon/Turtle, Tortuga, Lobo Pass and Rockhaven.
 - To Do: Geary will set-up installation work party when signs are delivered. Sign will be attached to galvanized post @ ~\$15 each. He will get 10 posts (holding 3 in reserve in case we need extra posts). Hardware, signs and posts will total about ~\$400.00.
- Hold off on ordering “No Park Access” signs, “No Camping” signs, and “No Off-Road Vehicles” signs until we see the impact of the “Private Road” signs.



- Reflector posts
 - To Do: Geary will order two reflector for the posts to be installed for new rolling dips on Uphill and Road Runner.
- Map of sign locations
 - To Do: Geary has begun mapping where all signs are located in the Manor. He plans to create a database linked to a sign map. The database will contain information such as when a sign was installed, and what type of sign.
- Ellen and all present at the meeting thanked Geary for all his work on the roads.
- Ron asked if we were planning to update the large white Monument Manor sign at the bottom of Uphill (since it does not fully reflect the Manor borders). Everyone agreed that we aren't ready to make any changes to the sign at this time.

7. Roads Projects

- Neighborhood beautification idea. Geary suggested that one project for the future that could be done during a roadwork party is placing native beavertail paddles along the medians on our roads. This would help with soil erosion and would also increase number of cacti blooms for resident tortoises. Members questioned how we would water the new cacti starts. It was suggested to plant them when rain was more likely and to create earthen berms to direct water to them.
 - To Do: Geary will identify road work needs at Turtle/Rincon and Rockhaven to make needed repairs to make the roads more passable. He will meet with neighbors in the area to identify issues. These will be long-term fixes.
 - To Do: Geary will develop a plan to reengineer the road on Uphill between Wagon Wheel and Rocking Chair. This may include bringing in a grader and reslope the road, plus bring in fill dirt. He will determine if there are any potential water line issues before any grading work will be done.
- Geary requested board approval for funds for non-emergency repairs for the Turtle/Rincon and Rockhaven and Uphill areas. Approval of an agreed upon not to exceed amount by the board would not affect the \$1,500 emergency authorization for rapid response in the event of storm damage.
 - To Do: Geary will put together an estimate and send email to the Board for approval.
- Geary wants board approval for \$\$ for emergency repairs without board approval for West End and East End and Uphill resloping. He will come up with an estimate and send email to the board.

8. Financial Report

- A discussion took place regarding how much is considered restricted funds in our bank account.
 - We discussed \$100 fee for mailbox. There was consensus amongst those present that if you return your key, you get the \$100 deposit back. Since there are 28 keys in use, \$2,800 of the checking amount funds represent key deposits, and are therefore, strictly speaking, not available for other uses. Dan observed that a run on key deposits is unlikely, and Geary suggested a restricted fund for key deposits that was tied to a guesstimate of annual turnover.
 - To Do: Dan will monitor checking account balance to maintain \$1,000 as restricted funds for refunds for mailbox key returns.
- We discussed how much should remain in bank account in the event of road emergency after storm.
 - To Do: Dan will monitor the checking account balance to maintain \$4,000 in the bank for emergency road repairs, for a total of \$5,000 as a "warning level" for funds.
- There was further discussion as to whether the mailbox fee is refundable.
 - To Do: Linda will review past board meeting minutes (2009-2016) for clarification.

9. Follow-Up Items

- **Neighborhood Watch Signs**
 - To Do: Ellen will check with Sheriff's office about Neighborhood Watch signs.
- **UPS Letter and Our Roads**
 - To Do: Ellen will finalize and send to UPS, Fedex, Burrtec re: slowing down on our roads.
- **New 20MPH signs**
 - To Do: Geary will determine best locations for new signs.
- **Proposed change to the Bylaws**
 - At tonight's Board meeting, we discussed the proposed change to the Bylaws, an item which had been tabled at the March 2017 annual meeting. The change was originally proposed because Board members had interpreted the current Bylaws as only allowing a change in the Bylaws to be accomplished at the annual meeting in March. The proposed change was intended to allow the Board to adopt changes to the Bylaws, with the appropriate approval from the required number of members, at other general meetings during the year as well, rather than just the March annual meeting. Upon further discussion on June 22, however, the Board believes that the Bylaws, as currently written, do allow for changes to be made to the Bylaws at any general meeting during the year with appropriate member approval, not just the annual meeting. The Board therefore does not believe that a change in Bylaws is needed at this time.
- **MMNA website** - We continue to look for ways to improve contributions to MMNA via our website.
 - To Do: Ellen will look into online payment systems that will be appropriate for our needs for the MMNA website.
- **Liability Insurance for MMNA**
 - To Do: Geary will contact his personal home insurance agent re: liability policy for MMNA.
- **Signs and Sign Materials**
 - To Do: Geary will contact Jack Perrodin about moving all signs and sign materials from Jack's home.
 - To Do: Geary will work on recruiting a member to be the Lead sign person. In the interim he will continue to do the sign duties.
- **Joshua Tree National Park:** Ellen spoke over the telephone with Park Superintendent David Smith regarding impact on our roads from increased park visitors. Consensus was that a letter was not necessary because of his responsiveness to us in the past.
- **HC Mail Boxes:** Since the USPS is linking actual street address with HC Box address, the MMNA may not be able to have an HC Box. We could get a POBox at the Joshua Tree post office, but it would require one of the Board members to link their actual street address to the POBox.
 - To Do: Dan will continue to keep up to-date on these changes.
- Board discussed need to reduce speed on Quail Springs Rd – action for future meeting.
- According to information given out at a recent MAC meeting, we believe Quail Springs Rd will be repaved in 2018.

Meeting Adjourned: 8:23pm