



**BOARD OF DIRECTORS
ANNUAL MEETING MINUTES
DATE: SATURDAY, DECEMBER 9, 2023
LOCATION: SQUAW VALLEY RIDING CLUB
500 CA-89, McCloud, CA 96057
TIME: 10:00 AM-12:00 PM**

A. CALL MEETING TO ORDER:

1. **Establish Quorum:** Richie and Steve physically present. Uri not present. Karen and Felicia attended by phone.
2. **Approve Agenda:** Additional items [correspondence- 2 letters from members] were added to the agenda. Steve made a motion to approve, Richie seconded the motion, and all 4 BOD members approved the change in the agenda.

B. SECRETARY REPORT:

1. **Approve minutes from prior meeting:** Richie made a motion to approve the minutes from the prior meeting, Steve seconded, and the motion was passed by all 4 BOD members.

C. FINANCIAL REPORT:

1. Karen reported the following: The current checking account balance as of 12/7/23 is \$83,821.40 in the operating account and \$129,455.25 in the major road improvements fund for a total of \$213,276.65. The Edward Jones account value as of 12/7/23 is \$231,366.19. The checking account activity since last board meeting includes: checks issued for rent, telephone, administrative assistants & office supplies. McCarthy & Rubright was paid \$12,463.30 (4 months of invoices): There are 9 lots in litigation. The attorney is close to taking possession of 8 lots in 2024. Court system is very slow, but once these lots are ours, we can clean them up and get them sold. Robert Province, CPA, was paid for the 2022 review, preparation of financial statements & 2022 tax returns \$11,000.00; 2022 tax payments and 2023 estimated \$3,495.00 (sold 9 single and 1 double lot in 2022). Hitchcock Construction was paid \$6,736.50 for road maintenance. G/L Insurance was paid totaling \$2,109.00. Siskiyou-Shasta Tree Pro was paid \$27,000.00 for tree removal. Bruce Lambert was paid) \$839.62. for slash burning, clean up & organization of Unit 4 common area (no labor, equipment and fuel only). Total snow plowing year to date: \$233,154.50. Total Esperanza Year to date: \$85,337.41. Sold 1 lot in 2023. Accounts receivable brought in approximately \$25K since the last meeting. Some discussion occurred about members who are not paying their dues. Steve made a motion to approve the Treasurer's report, Richie seconded and all 4 BOD approved the financials.

D. CORRESPONDENCE:

1. **Red Fir Road:** Lisa Long mentioned that a "soft spot" in this road will get worse if someone gets stuck in it. Richie stated only 2 members live on Red Fir. This road is 4WD in the winter and chains are highly recommended. Some options were discussed on how to repair this and it was reported that it could cost 1 million dollars. The issues are complicated by the road in the shade and the 6000 ft elevation. Richie has been discussing plans for the future [next year] with contractors. Adding rock could be very helpful.
2. **Facebook:** Richie provided some background to this issue for the group. He stated that the Association has no control over the Facebook page maintained by Peter Ritt, commonly known as

“Peter Ritt’s Page.” (Historical Note: This page was started when Peter was part of the MSFPOA Board of Directors, but he is retired.) Some posts/announcements that were important for members to view were removed from his page. Consequently, the Association started an official Facebook page with links to our website to provide members with more information to accommodate members who like to get information on Facebook. When the link to the new page was posted on “Peter’s Page”, he deleted it. Richie stated this was an example of why the POA doesn’t post on “Peter’s Page”. The current Board feels use of “Peter’s Page” by the Association is not an effective method for members to get information. Discussion occurred and disagreement.

Richie informed everyone that the POA office’s NEW Facebook page is available for members to like and follow. Those who do will get announcements with hyperlinks as they become available. “Mount Shasta Forest Property Owner’s Association” is the name of the Facebook page. This is the link and it is posted on the office door and the POA website: <https://www.facebook.com/122095295198095204>. Hereafter, members should not expect any announcements to be posted by the Association on “Peter’s Page”. Richie added that members may also [as usual] send emails with questions/issues to the office which will be relayed to the BOD for a response. Also, through the website, a direct email option is available to both Richie and Steve.

E. COMMITTEE REPORTS

1. ROADS COMMITTEE

Grading occurred on Mt. Shasta Drive, Summit View, McCloud, Glacier, Red Fir, Lemur, Sisson, Fumerole and many other roads in preparation for winter. Additionally, 43 hazardous trees were planned for removal, but in actuality 60 trees were removed. The Unit 3 common area was filled, and it was cleaned up. Burn piles in other units 1-2 were burned and cleaned up. Many culverts are being removed and replaced for road widening. The BOD is researching proper and economical removal of the old culverts. Many trees are laid out in units 2-4 for members to buck up firewood. Members are asked to contact the office before taking wood. Directions were given. Safety precautions as in the National Forest were recommended. Questions, suggestions, & discussion occurred. Trees that are on owners’ property that fall into common areas of the subdivision [such as roads] are members responsibility to remove. *If members not remove such a tree after it falls, the POA will clean it up, and bill the owner/member of the tree.* Richie stated he was very happy with the contractor who did the tree work because they [Dan Link, Shasta Tree Service] was very careful with safety regulations.

Steve stated that the subdivision owns 30’ from the center of the roads, and asked everyone not to put signs or stakes in that space 1) because it’s subdivision property, 2) it interferes with snowplowing. Since last winter was so severe, the road committee has been carefully looking at potential problems [obstacles] such as large landscaped rocks in the way of plows. Last winter the plows would go around such obstacles, creating “bottlenecking.” This situation was very difficult for Hitchcock. It delayed the plows getting to someone’s driveway because they were avoiding damaging the plows. To minimize such difficulties, the road committee redesigned the encroachment forms for members, even including pictures to make them easily understandable. In regard to the 30’ measurement, Richie recommended members find their property pins. Otherwise, members can measure from the center of the road. It was noted that the roads are not exactly where they are supposed to be [as are all roads in Siskiyou County]. Additional discussion occurred regarding the many individual situational considerations related to culverts, the POA, and owners responsibilities.

Pilgrim Creek Road: Ash is coming into the road. Richie showed Carolyn {USFS} in person that it is not coming from Mud Creek. It is coming with rain from other areas and following the path of least resistance, which equals the old Mud Creek flows. Richie suggested to her that this water be diverted from that path. They did not clean up the first debris, and a member did clean it up. A second flow of ash is now on the road and the USFS is ignoring it. Richie is strongly recommending that members write the Forest Service to needle them into action [as was done in the recent past].

2. FIRE SAFETY COMMITTEE

On November 13, CalFire released information about available grants. Richie is working with others to obtain grants related to fire safety. 500 lots are needed to indicate interest in the program. Hurdles: “public pathways, 501(c)(3 6) corporations only. We are a “c4.” Therefore, Richie is pursuing another angle for a grant. Steve wondered if Melissa’s non-profit corporation was a 503(c)(3 6). Richie will look into this aspect and inform members of news as it becomes available, using the new MSFPOA’s *new* Facebook page, our website, and/or tell members at the next meeting. Additional possibilities were discussed. IT was reported the USFS is hiring a new district ranger for our area, and there was speculation as to who might be retiring.

3. DRC COMMITTEE

Steve reported about a members’ illegal culvert situation that was managed and resolved. Richie reported another situation is ongoing.

4. TECHNOLOGY – COMMUNICATION COMMITTEE

No report.

5. EVENT PLANNER COMMITTEE:

Felicia reported her thoughts about a “Spring Fling” and a summer “Kick-Off” event. Richie stated the next meeting is scheduled sometime in February-April 2024. Steve suggested a winter event and offered 6 pairs of snowshoes: Saturday, February 10th was discussed for the winter event. A bonfire was discussed... April 20th will be the spring event. Volunteers: Please volunteer to share the workload for fun! Other details will be announced. Scout Hall was discussed as an option. Additional discussion occurred as to member preferences for activities on these days.

6. LEGAL COMMITTEE:

We are close to taking possession of 8 lots, but the court system is very slow. Some situations were discussed, including a case of mistaken identity in collections. The POA has 2 contracts with 2 different realtors [Caldwell Banker/Ariel Scotti, Mt. Shasta Realty/Melissa Harvey to sell the lots and the office and BOD is not involved. Prices are determined by costs of making a lot safely sellable.

F. OLD BUSINESS

1. Approval of 2024 Budget

Karen reviewed materials supplied to the group regarding financials. Attorney costs in 2024 are expected to be lower due to collections that are expected to be resolved. Snow plowing budget was doubled. Road maintenance costs are expected to increase. Collections will continue. Otherwise, Karen stated, the budget is very similar to 2023. Steve made a motion to approve the budget, Richie seconded it, and all BOD present approved the motion.

G. NEW BUSINESS

1. Annual Assessments/End of Year Disclosures

Karen reported the office has the 2024 assessments ready. Next week the email billing will go out. By the following week all additional packets will be mailed USPS. The January AND April assessments will go out in the same packages for both. This saves on costs. Members have the option to pay both at once. April is sent with the January invoices. End of year disclosures will be emailed and snail mailed according to the preference each member has chosen in writing [according to office records]. The mailing will be done by a third party including the budget, reserve study, 2024 financial statements prepared by the CPA. Steve added that the annual dues are like the County taxes; all \$500. is due the first week of January, but members have an option to make a second partial payment in April if it is better for them. This is an accommodation done for members convenience. Members are asked to detail on their checks which lot [not APN#'s] they are paying with the check to make applying the payment easier for office staff. Payment methods were discussed including using the website: msfpoa.com. Fees were discussed for 3rd party convenience services. No cash will be accepted at the office.

2. Hazardous Tree Removal Contract

The work for tree removal is completed, but Richie stated he wanted a formal approval for the contract for the record. He made a motion to approve Siskiyou Shasta Tree Service as the contractor in the amount of \$27,000. And Steve seconded, all BOD voted to accept the contract. Steve stated it was a bargain for the work done.

3. Road Grading Contract/Hitchcock

Richie made a motion to approve a contract with Hitchcock in the amount of \$8,060.04 for work already performed for the record. Steve made the motion and Karen seconded. The BOD all voted in favor.

4. Snowplowing Contract/Hitchcock 2023-24 Season

Richie made a motion to approve a contract with Hitchcock for snowplowing in the coming winter of 2023-24. At this time costs are similar to last year: diesel at the same price of \$6.00 per gallon. \$200 per hour for snowblowers and \$20.00 per hour for graders with an additional \$76.00 hourly for overtime, which includes weekends. Some discussion occurred. Steve made a motion to approve the contract, Felicia and Karen seconded, and the BOD voted to approve.

H. PUBLIC COMMENT PERIOD- limited to 3 minutes - action may not be taken on issues presented, unless authorized by a majority of the Board, but may be placed on the next meeting's agenda. The Board meeting is to discuss corporate business and will be conducted as such. Members are encouraged to participate in the Public Comment Period and may, after being properly recognized, be allowed comment during Board deliberations at the option of the Chair. Emotional outbursts which disrupt the proceedings will cause the Chair, at his or her sole discretion, to recess the Board meeting, clear the room and reconvene the meeting with only those members not party to the disruption. PLEASE BE COURTEOUS.

1. **Esperanza:** Regarding Esperanza, Richie stated the USFS is still planning to move ahead with paving the road in 2025. Again, there was speculation about Carolyn retiring; Steve and Uri wrote a letter to the Forest Service cc-ing others including Doug LaMalfa in preparation addressing our concerns about Pilgrim Creek Road and Esperanza. Steve and Richie stated the BOD is not getting acceptable answers/replies from the Forest Service. The BOD seeks to have the Forest Service confirm the paving will occur in 2025, but they have not [yet].

2. Chris talked about alternative methods of contact with members: email list. She talked about an "email blast" to announce, for example, a meeting this weekend. Richie asked Karen how Marsha send out minutes to members: "is there a list she regularly sends to members?" Karen replied: "as far

as I know she uploads minutes to the website, and doesn't routinely email anyone minutes." Chris mentioned "Mail Chimp" services and Steve stated that it would be a project to keep such an email list updated, time consuming, and also a monthly cost to members. Steve stated that what is done for one person must be done for all, and this is difficult if not all members choose an email service.

3. A member stated he would be willing to post on "Peter's Page" when the plows were coming. Richie stated that he certainly could, but it was not predictable whether it would be removed or not. Richie said [generally] if there was 6" or more coming, the plows will be coming. However, there are times when Unit 4 gets 6', and Unit 1 gets 2", or the sun is expected to melt it the next day, and these are variables that might change predictability of plows. The member stated last year someone made such postings on Peter's Page. For people who work and need to get there, these members can politely call/request the Hitchcocks who will *try* to prioritize those folks needs [no guarantees]. Discussion occurred.
4. Re: the annual picnic---the BOD hasn't made any plans yet, so no details are available.
5. Holiday office hours: Open next week December 11-15, closed the last 2 weeks of December 18-returning January 2. Nicole will be checking the mail. Steve and Richie will check the emails if sent directly to them through the website. Please provide contact info if you send email, including phone number.

I. NEXT MEETING

1. **Type: Regular Board Meeting**
2. **Location:** TBA with a winter event afterward.
3. **Date & Time:** Feb 10, 2024, 10AM -12 PM

J. ADJOURNMENT OF REGULAR MEETING

1. **Motion to adjourn:** Steve made a motion to close the meeting, Karen seconded. The meeting was adjourned.

EXECUTIVE MEETING: No Executive Meeting Today

CERTIFIED BY: MSFPOA SECRETARY

TRANSCRIBED BY: Marsha Yates 12/12/23

**Richie Fesler,
President, MSFPOA**