

RAFTER J RANCH  
HOMEOWNER'S ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Tuesday, October 25, 2016, 7:00 pm  
Rafter J Office

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MINUTES

In Attendance:

Directors: Kip MacMillan, Paul Boillot, Joe Greene, Pam Zernis, and Bing Linhardt

Staff: Cynthia Wiley and Larry Lennon

Homeowners: Roger Smith, Sarah Linhardt, Janice Sproule, and Bob Fishback

1. Call to order.  
Kip MacMillan, President, called the meeting to order at 7:00 p.m.
2. Homeowners' issues and concerns
  - a) Roger Smith: ski trails  
Roger manages the 3 Creek Ranch Nordic programs and helped Melody Ranch start a Nordic track in their subdivision. He would like to establish groomed trails within Rafter J. Sarah Linhardt was present to support the idea. The trails will be for cross-country skiing, not skate skiing. Roger will chair a committee of interested residents and report back to the Board with suggestions.
3. Approval of the September 27, 2016, Rafter J HOA minutes  
Pam moved to approve the September 27, 2016, minutes, including minor changes. The motion was seconded by Paul. It passed unanimously. Bing submitted a summary of his recollections of the discussion regarding the trees in Rafter J open space. The summary will be kept on file.
4. Financial report for September 2016  
Following discussion of several line items, Bing moved to approve the financial report. The motion was seconded by Paul. It passed unanimously.
  - a) Credit cards  
Cynthia will have a conference call with Ashley Colonel, Controller at Teton Club, tomorrow, Wednesday, October 26, regarding the use of credit cards in Rafter J. The goal is to reduce the workload for Cynthia and provide a service to the homeowners. Janice Sproul, homeowner, volunteered to be included in the conference call. She is knowledgeable on QuickBooks.
  - b) Tract 3A, LLC bank account.  
The Bank of Jackson Hole notified Paul and Pam, signatories on the Tract 3A, LLC bank account, that the account will soon become dormant, (no activity on the account in the last year). Cynthia asked Connie Huspek and Paul D'Amours, Rafter J accountant and lawyer, respectively, about the account.

Connie Huspek, Rafter J accountant, stated: "For tax purposes, this entity is treated as a "Single Owner LLC" and is, therefore, a disregarded entity in the eyes of the IRS. This means that all the income and expenses are reported on the tax return of the owner – Rafter J HOA. No separate income tax return is filed for Tract 3A, LLC. You might want to recheck with your lawyer as well."

Paul D'Amours stated: "I am comfortable closing the bank account and paying property tax and other fees (including liability insurance premiums), out of the HOA account so long as the accountant has no objection."

Paul moved to close the Tract 3A, LLC bank account at BOJH. The balance on the account will be transferred to Rafter J HOA checking account. The motion was seconded by Pam. It passed with four votes in favor with one abstention.

5. Maintenance report

a) Maintenance shop – insulation

The cost to finish insulating the garage ceiling is approximately \$2,100. The total cost will be \$4,000, which includes materials and renting a lift. Larry will finish the project once the insulation is installed.

Paul moved to hire USI in Idaho to install the insulation. The motion was seconded by Bing. It passed unanimously.

b) North entrance sign

Cynthia submitted the claim to State Farm Insurance on October 18, 2016 for fixing the Rafter J north entrance sign. Rafter J will receive a check next week for the full amount, \$11,532.81.

c) South entrance sign

The cost to add an electric box to the Rafter J south entrance sign is approximately \$5,000.00. Kip asked about using a solar panel. Larry agreed to research the idea. Bing suggested adding reflective strips around the entrance sign.

Bob Fishback suggested replacing the present weak light on the south entrance post with bright LED lights which are shielded from nearby houses. Larry will check with Delcon.

d) Soccer field update, Homestead Dr.

Larry stated that there are still some low spots in the soccer field. Brian from Landscape of JH, will add a different type of soil in the spring.

6. ISD report

The Town of Jackson will reimburse homeowners almost 50% on the next sewer bill due to false readings caused by a plastic cap in the sewer lift.

7. DRC report

a) Linhardt (1205 Hay Sled Dr., Lot 051): new roof to cover front walkway – Approved

- b) Daly (1500 Clydesdale Dr., Lot 160): shed & deck extension. – Approved
- c) McIntosh (1240 Hay Sled Dr., Lot 062): extend driveway. – Approved
- d) Spence (3165 King Eider Rd., Lot 325-054): open BBQ pit. – Declined

8. Old business

None.

9. New business

None.

10. Review action items

The Board discussed the Action Items and removed those which have been completed.

11. Adjourn

Bing moved to adjourn; the motion was seconded by Pam. It passed unanimously. The meeting adjourned at 8:38 p.m.