

Board of Directors Meeting Minutes REGULAR MEETING Desert Camp Community Center March 24, 2022

Attending:

Bud Kern, President
Natalie Ingram, Vice President
Alex Townsend, Treasurer/Secretary
Bruce Benham, Director
Jill Hegardt, Director
Sheryl Lowenhar, Director
Ron Belmont, Director

Staff Attending:

Jenna Kohl, Executive Director
Dee Nortman, Financial Operations Director
Mike Fenzel, Facilities & Recreation Director
Jona Davis, Community Engagement Director
Melissa Fuentes, Executive Assistant/HR Administrator
Lynette Whitener, Events and Programs Senior Manager
Davina Lunetta, Facilities Senior Manager
Elizabeth Dankert, Communications Senior Manager

I. Call to order

President Kern called the meeting to order at 5:35 p.m. and a quorum was established via Roll Call. All board members were present.

II. Approval of Meeting Minutes

President Bud Kern called for a motion to approve the January 27, 2022 meeting minutes.

Motion: To approve the minutes from the January 27, 2022 board meeting Motioned by Natalie Ingram; Seconded by Bruce Benham; motion passed unanimously

III. President's Report

President Bud Kern reviewed the topics discussed at the most recent Governance Committee meeting. The committee reviewed the following topics:

- -Upcoming Board director changes with Community Council on March 24 and Ranch Association on April 11.
- ICON Construction is progressing.
- Ranch Association gave an update on the Firewise Program.
- Ranch Association gave an update on the Sissoo Tree issue.
- The state legislature is probably going to pass a bill forbidding HOA's from preventing artificial turf; if that bill passes, there will be changes to DC Ranch standards.
- -Ranch Association gave an update on acquiring land to build a maintenance facility as they were asked to vacate the existing maintenance compound.

President Bud Kern wanted to recognize and thank the Board of Directors that will be moving on: Director Lowenhar, Director Belmont, and Director Hegardt. President Kern also announced that his term has ended as well. The directors were presented with gifts of appreciation for their service.

IV. Staff Reports

Executive Director Jenna Kohl reviewed the items on the staff report, which are posted on the DC Ranch website. Several new team members were introduced: new Executive Assistant/HR Administrator, Melissa Fuentes; Graphic Design & Web Site Coordinator, Heather Baldwin; and Facilities Senior Manager, Davina Lunetta. Please give them a warm welcome. Jenna also recognized recent anniversaries: Kristin Coons–6 years, Elizabeth Dankert-10 years, Lindsay Vanegas-6 years, Jona Davis-8 years, Jenna Kohl-4 years, Clem Sklodowski-8 years, Jules Everson-3 years, Geraldine Hilbrich-1 year, and Chris Irish-9 years. Jenna

announced the Values Award Winners. She reviewed upcoming events and recapped numerous events that took place. Other items reported were DC Ranch Gives, CivicRec, Spring Program Guide, and Project Updates.

Financial Operations Director Dee Nortman reviewed February's Financial Report. Dee will review quarter end at the Board's next meeting on May 26.

Communications Sr Manager Elizabeth Dankert presented the 2021 Annual Report. This is the first year that the annual report will be fully electronic, saving approximately \$5000. The report will be emailed to all residents.

V. Old Business

Events & Programs Sr Manager Lynette Whitener presented to the Board, proposing that the DC Ranch Community Council Board approve the Design-Build Agreement and General Conditions between Owner and Design-Builder with Haydon Building Corporation in the amount of \$838,270 conditional upon resolution of outstanding terms by Council legal counsel and staff. Also, authorized the Executive Director to sign the agreement on behalf of the Community Council, and proceed with the project.

Motion: To approve the Design-Build Agreement and General Conditions between Owner and Design-Builder with Haydon Building Corporation in the amount of \$838,270 conditional upon resolution of outstanding terms by Council legal counsel and staff. Also, authorize the Executive Director to sign the agreement on behalf of Community Council, and proceed with the project.

Motioned by Jill Hegardt; Seconded by Bruce Benham; motion passed unanimously

VI. New Business

Executive Director Michele Brethower presented that the board approve the transfer of property to Ranch Association and the suspension of assessments for Corporate Center Parcel.

Motion: To approve the transfer of property to Ranch Association and the suspension of assessments. Motioned by Natalie Ingram; Seconded by Ron Belmont; motion passed unanimously

Executive Director Jenna Kohl presented for Board approval the amendment to the Board Governance Policy to adopt parameters for the Joint Council Board Director-Covenant Commission role.

Motion: To approve Joint Board Director Policy.

Motioned by Alex Townsend; Seconded by Ron Belmont; motion passed unanimously

VII. Consider Appointments to the Community Council Board

The nominating committee consisted of Bruce Benham, Alex Townsend, and Natalie Ingram. Director Bruce Benham reported out that the committee had eleven applications and recommends Elizabeth Kepuraitis and Ethan Knowlden as their new board appointments to each serve a three-year term. The nominating Committee would also recommend Ron Belmont to the Joint Board of Directors role, serving until the end of 2022; as well as Jill Hegardt to begin a one-year term. All terms to begin April 1, 2022.

Motion: To approve the following nominating committee recommendations:

To appoint Elizabeth Kepuraitis and Ethan Knowlden to their first three-year terms (4/1/2022 - 3/31/2025); To appoint Ron Belmont to the Joint Board of Director role to serve (4/1/2022 - 12/31/2022); To confirm Jill Hegardt to a one-year term (4/1/2022 - 3/31/2023)

Motioned by Ron Belmont; Seconded by Natalie Ingram; motion passed with 6 votes in favor, 1 against (Director Lowenhar)

VIII. Meeting adjourned at 6:56 p.m.

Minutes submitted by Melissa Fuentes

These minutes attested by:

Alex Townsend

Community Council Board Secretary/Treasurer

May 26, 2022