

**Wolf Creek Ranch Owner's Association**  
**Board of Directors Meeting Minutes**

29 April 2017

**Attendees**

Bill Bishop  
Eliza Bishop  
Warren Dold  
Peter Dold  
Nelda Duff  
Jim Fletcher  
Lee Kinard  
Kay Lester  
Randy Lester  
John Manton  
Ellis McKanna  
Gerald McLelland  
Sue McLelland

Lyn Mefford  
Pete Mefford  
Tom Mitchell  
Susan Mitchell  
Gene Petru  
Dorine Petru  
Bob Ring  
Karol Shepherd  
Patti Skinner  
Tommy Skinner  
Warren Struss  
Cindy Taniguchi

**Attachments**

White Bluff Trail Project Update

Having confirmed a quorum of directors present to conduct the business of the Association, Tom Mitchell called the meeting to order at 10:01 AM at 100 Morgan Cove, Wolf Creek Ranch.

The following WCROA business was conducted:

1. Tom Mitchell welcomed and noted the newly elected directors Eliza Bishop and Warren Struss.
2. A motion was made by Bob Ring and was seconded by Ellis McKanna to accept the published April 29, 2017 meeting agenda. The motion was unanimously approved.
3. A motion was made by Bob Ring and was seconded by Jim Fletcher to accept the published minutes of the April 8, 2017 WCROA board meeting. The motion was unanimously approved.
4. The following actions were taken relative to the election of WCROA officers and board positions:
  - a. President: A motion was made by Jim Fletcher to nominate Tom Mitchell to continue as President and was seconded by John Manton. Tom said that he would serve and the motion was unanimously approved.
  - b. Treasurer: A motion was made by Jim Fletcher to nominate John Manton to continue as Treasurer and was seconded by Ellis

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McKanna. John said that he would serve and the motion was unanimously approved.

- c. Secretary: After some discussion as to who would fill the position of WCROA Secretary, Jim Fletcher agreed to perform the duties. A motion was made by Tom Mitchell to nominate Jim Fletcher to be Secretary and was seconded by Ellis McKanna. The motion was unanimously approved. In accepting, Jim Fletcher noted that minutes and other documents need to and will also be distributed to WCR owners via e-mail since he believed that like himself many WCR owners never or hardly ever go to the WCR web site.
- d. Vice President: A motion was made by Tom Mitchell to nominate Jim Fletcher to continue as Vice President and was seconded by John Manton. Jim said that he would serve and the motion was unanimously approved.
- e. Wildlife Management: Given Warren Struss' significant understanding of wildlife management, Tom Mitchell asked Warren to lead the wildlife management effort for the ranch, which Warren did agree to do. A motion was made by Tom Mitchell to nominate Warren Struss and was seconded by John Manton. The motion was unanimously approved.
- f. Design Review Board: Jim Fletcher agreed to continue as Chairman of the Design Review Board (DRB). A motion was made by Ellis McKanna to nominate Jim Fletcher as DRB Chairman and was seconded by John Manton. The motion was unanimously approved. The following DRB positions were also discussed:
  - i. Tom Mitchell agreed to continue as a member of the DRB.
  - ii. The DRB committee will need to recruit an additional member due to Debra Burge needing to resign due to increased family obligations.
- g. Ranch Maintenance: A specific report on ranch maintenance was not presented. However, there was discussion concerning differing visions for ranch maintenance including the belief by some ranch owners that there should be a well-functioning maintenance committee including non-board member tract owners. Mitchell and McKanna stated their opposition to a maintenance committee. Eliza asked Ellis if he would provide a written maintenance summary report for this meeting, but Ellis said one was not available. Eliza also requested a summary maintenance report be presented at future board meetings, and Ellis responded he would not. The matter of a potential new maintenance committee was tabled for further consideration.



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- h. Vendor Management and Oversight: After discussion regarding potential improvements in utilization of our existing landscaping vendor and the potential need of additional vendors for a more focused and lower cost approach to ranch maintenance, a motion was made by Bob Ring "That Eliza Bishop be placed in charge of all WCROA vendor management and oversight.", which was seconded by Jim Fletcher. The motion was approved by a vote of 5 – 2.
  - i. The following WCROA positions will have their leadership appointments continuing until any other WCROA Board actions to change them will be filled by the same persons as previously and did not need new nominations:
    - i. Maintenance - Ellis McKanna
    - ii. Firewise Committee Chair - Tommy Skinner
    - iii. Cattle and Fencing - Warren Dold
5. Treasurer Report: John Manton delivered the Treasurer's report by reviewing important accounts and line items with his explanation of important changes and account balances. John responded to questions from owners and board members including a recount of the unexpected damage to the front gate wall and the cost of repairs. He also noted that by the time of the next board meeting he will be starting the process of developing the draft budget for the 2018 fiscal year.
6. Tom Mitchell discussed a proposal to encourage WCROA owners/members to present comments and ideas at WCROA board meetings. Jim Fletcher also noted that owners should be allowed and encouraged to make comments or ideas via e-mail. In the interest of keeping WCROA board meetings in the allotted time it was suggested that each comment be initially limited to three minutes with any discussion to follow the initial comment. It was noted that the comment allotted time should be liberally enforced but that some limit was typical with similar boards. A motion was made by Bob Ring to formally institute the comment agenda item for future board meetings and was seconded by John Manton. The motion was unanimously approved.
7. Ranch Roads Report: John Manton discussed the next set of WCR road resurfacing that will be taking place over the next few months and the allotted funding. He did note that a new bid will be required and that this next set of resurfacing is the third part of a three year effort. John also noted that some unexpected road edge damage had occurred that was not expected and that will be part of the required rebidding by our road contractor.

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Warren Struss noted that once the repaving is complete that the ranch needs to place some more reflectors on T-post in areas where traffic needs to be 'steered' onto the roadway to prevent undue damage to the road edges. Jim Fletcher said that he has some used T-posts that he could give WCR to save purchasing new T-post. Warren said that would be helpful and that we could paint the used T-post and just purchase new reflectors.

8. Design Review Board Report: Jim Fletcher delivered the DRB report noting that all existing construction projects are making demonstrable progress as required by the existing WCROA Declarations documents. He also noted that the Wong's (Tract WR-1B-1B) were just starting to move into their house after the DRB approved necessary movement of their rainwater reclamation tanks. Additionally, Pete Mefford suggested that DRB reports be posted to the WCR web site so that they will be available, which all was agreed to be a great idea and will be done in the future.
9. Wildlife Management: Tom Mitchell noted that Warren Struss will be heading our wildlife management effort and that one of the initial things he will need to address is the deer management program through the State of Texas and that Warren had originally initiated the program and was uniquely qualified to do so. Warren will be presenting the Wildlife Management Report for future board meeting.
10. Firewise Committee Report: Tommy Skinner reported that a Firewise Committee meeting had taken place recently and that it was well attended. He cautioned everyone on the ranch to be vigilance with burning since conditions were becoming much drier even though no burn ban is now in effect. Jim Fletcher noted that the Burnet County Commissions Court will be considering a new burn ban at their scheduled meeting on May 9th.
11. Cattle and Fencing Report: Warren Dold gave an update on the reintroduction of cattle to the ranch, which has generally gone well. However, he believes there is a place in the north ranch fencing that is allowing cattle to escape. Recently 7 – 8 cows and both bulls escaped and showed up at the rancher's home where they had previously been housed and had to be returned to WCR. Warren noted that Mark Stracke was assisting in walking the fence lines that still need assessment for possible replacement or repair.
12. WCR Dock Report: Tom Mitchell gave a brief review of the efforts to repair the damaged WCR Dock. Gerald McLelland who has been designing a new dock and is getting estimates from vendors he has used on his lake house then gave an update of the current status. He noted that the new dock repairs will include tubular steel with a chain hoist driver and cabling and that the cost looks like it will be a few hundred dollars.



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13. New Business - White Bluff Trail Volunteer Project Report: Dorine Petru had provided an update report to the WCROA Board prior to the meeting that detailed the trimming project to improve safety visibility and fire material control along the S-curve area near tracks WB-8 and WB-9B. The effort was very well attended and generated 84 hours that were reported in an official Firewise document submitted to Nelda Duff.

Tom Mitchell had received and read two e-mails concerning the White Bluff Trail cutting effort that raised questions about the amount of cedar and brush cutting. WCROA board members were appreciative of the feedback from owners. After additional discussion, Jim Fletcher thanked the volunteers that performed the project.

Tom Mitchell initiated a discussion then between Dorine Petru and himself over the volunteer project in the common area along White Bluff Trail. Tom indicated that Dorine undertook the project without board approval. Dorine stated the project had been approved and Tom was well aware of the project. Dorine Petru stated that there were 12 WCROA tract owner volunteers including Jim Fletcher (Board Member), Eliza Bishop (newly elected board member) and Tommy Skinner (chair of WCR Firewise committee) present. Jim Fletcher noted that his recollection was that this volunteer project had been discussed at the prior WCROA Board meeting and had been authorized even though it had not been recorded in the meeting minutes and that there had also been multiple e-mail communications from Dorine Petru that went to board members, all volunteer invitees, the ranch manager, and others; so that there was open communication to everyone that needed to know including all WCROA Board members.

Tom differed with Dorine for not putting the debris as specified. Dorine said the debris was going to be put on the adjacent WB-9B track and the nearby WB-5B track. However, Tommy Skinner as Chair of the Firewise Committee requested that the debris be dropped near the WCR Pavilion where the Ranch's grounds-keeping crews had been placing common area debris. Tom then responded that "It (the debris) must be removed."

Dorine noted that many volunteers including board members felt that the desire of Firewise Chair Tommy Skinner to put the debris near the Pavilion rather than on private property was a sound recommendation. She then noted that she and others felt that Tommy Skinner was the best authority on where debris should be placed since Mitchell and McKanna were not present. At that point, Tom Mitchell shouted to Dorine Petru "Shut up – God damn it". Bob Ring immediately responded to Tom Mitchell with "I will not tolerate that kind of behavior".

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14. The next regular WCROA Board meeting was scheduled for Saturday August 12, 2017.

15. The meeting was adjourned at approximately 1:14 PM.

Recorded and certified by:

  
\_\_\_\_\_  
Jim Fletcher, WCROA Secretary

9-22-17

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Date