TROA Board Meeting, August 13, 2026

ATTENDING: Dave, Mike, Mark, Tammi, Tim, Brad and Elizabeth

AGENDA:

1. Minutes from the last Board and Annual meeting
    a. Minutes for June 18, 2026 Board meeting and August 1, 2026 Owners meeting were put forward for discussion. A motion was made, seconded and unanimously approved to approve the minutes.
2. Update on the review of Board processes and record retention
    a. Discussion held on use of forums or google drive for record retention
    b. Dave and Elizabeth to create a proposal for tracking communication and storing documents and bring for discussion to the next meeting
3. Review of Accounting standards and processes and proposed revisions to governance documents.
    a. Mark proposed changes to Policy 7, the investment of reserve funds and brought a redlined version for discussion.
    b. After discussion, the decision was made to maintain the existing policy without changes and Mark will shift the investments to be compliant with the policy.
    c. Mark proposed a new Policy #9 regarding Surplus Funds. After discussion, Dave made a motion that the policy be approved, it was seconded and unanimously approved. The draft will be sent to an attorney for review and then finalized.
    d. Dave brought a proposal for shifting our accounting method from Quicken to QuickBooks. Mark explained the current process. QB is a GAAP program that is standard for businesses and generally considered more robust than Quicken. A full discussion of the pros and cons of maintaining our current system and moving to QB was held. Key points from the discussion: 1- the current system is adequate but is not the business standard which has double entry accounting; 2- we are looking to up our game in terms of process and protocol; 3- QB is much more widely used and incorporates payroll more easily; 4- Mark would not continue as treasurer if this change is made. After discussion, the motion that TROA shift to QB for its accounting needs was made, seconded and passed by a 4 to 3 vote.
    e. The motion to have Bethany process payroll was made, seconded and unanimously passed.
4. Update on pending Ranch maintenance projects.
    a. Mike to get an estimate to get the work on the mailboxes and gate and committed to completing the projects by October 1, 2026.
5. Update on TR residential construction projects

a. All construction projects should submit a timeline for completion

b. Expectations for project start and finish should be set and then updated as it develops; extensions can be requested.

6. Review of Architectural Guidelines.

a. Guidelines need to be refined to clarify timing, need for county-stamped plans, to allow for delays with the county, etc.

b. Dave recommended that we consider two windows for site preparation and for building.

c. Mike to work with Dave and Tim to prepare a proposal and bring for discussion at the next Board meeting for updated Guidelines including timelines for construction, living in an RV, etc.

7. Fire Marshal Risk Mitigation discussion and next steps

8. Idea was proposed at the Annual meeting. After a brief discussion, the decision was made that Tammi will draft a proposal for discussion and bring for discussion at the next meeting. This will include an evacuation plan.

9. Meeting Frequency and Starlink / Zoom

a. Motion made, seconded and unanimously approved that we spend no more than $1,500 annually for communications including Starlink, google drive/meet or other communication needs

b. Agreed that we will hold six meetings annually, always setting the next two meetings at the end of the current meeting

10. Election of Officers and other positions. The Board nominated and voted on the officer positions as well as other responsibilities with the following outcomes:

a. Tammi, Treasurer, website assistance

b. Dave, Secretary and Roads/Equipment Manager

c. Tim, Vice President, communications assistance

d. Elizabeth, President, communications assistance

e. Mike, ARC Manager

f. Brad, Roads/Equipment assistance

g. Bank Account signatories: Tammi, Elizabeth and Dave

11. Bank Signatories finalized: Dave (Charles Butler), Elizabeth (Elizabeth S Lutes) and Tammi (Tammi Renee Phillips)

Future Board meetings

a. Monday, October 12, 6.00pm

b. Monday, November 30, 6.00pm