**RAYBURN COUNTRY ASSOCIATION**

**Board of Directors**

**February 4, 2025, RCA Special Board Meeting**

**“Zoom Only”**

Minutes of the Board of Directors meeting of Rayburn Country Association (RCA)

1. **CALL TO ORDER**

Wade Wallinger – called the meeting to order at 6:05 PM.

Board Members Present:

1. Wade Walinger – President
2. Tom Burger – Vice President
3. Steve McCasland - Secretary
4. Gary Thibodeaux - Treasurer
5. Sharon Mosley – Director

Others Present:

1. RCA Onsite Manager – Kirsten Landry

Absent: Jim Gates / Desiree Holley

Participants – 17 by Zoom

1. **ACTIONS TAKEN WITHOUT A MEETING**

* Interim contract agreed to with Kirsten Landry
  + Vote: 6 – Yes, 1 – No
  + **Motion passed – Unanimous.**
* $200.00 gift certificate to the Rayburn Volunteer Fire Dept. chili dinner and auction.
  + **Motion Passed Unanimous.**

**III.** **UPDATE ON OTHER ACTIVITIES BETWEEN MEETINGS**

* A vendor meeting with no decision held on January 31, 2025, with First Services Residential to review their updated proposal for services and insurance coverage.

**IV. BOARD TO CONSIDER AND VOTE ON CONTRACT PROPOSAL FROM FSR FOR COMMUNITY MANAGEMENT AND ACOUNTING SERVICES, INCLUDING INSURANCE COVERAGE**

* + Tom Burger made the motion to accept First Service Residential proposal with recent clarifications received, Sharon Mosley seconded the motion.
  + **Discussion:** Collection cost is still unclear and needs further work.
  + Insurance has 5ml umbrella now lowered to 4ml.
  + Increase on the premium is high!
  + How much can FSR approve without BOD approval ($1000.00/$1500.00)
  + Onsite Manger compensation/burden amount
  + **Motion Tabled and continue negotiations with FSR.**

**V. CONSIDER AND VOTE ON INTERIM ONSITE MANAGER CONTRACT PROPOSAL AND ONSITE MANAGER CONTRACT**

* + Approved (see II Actions Taken Without a Meeting)

1. **PUBLIC SERVICE ANNOUNCEMENTS**
   * + Rayburn Volunteer Fire Dept. chili supper and auction was a tremendous success.
2. **PROPERTY OWNER FORUM** 
   * + Collection process – certified mail vs electronic mail discussion

**VII. MOTION TO ADJOURN AT 06:53**

Steve McCasland – RCA Secretary