

**Cedar Blue Property Owners Association
Board Meeting Minutes
August 15, 2015**

1. **Board Members Present:** Wendell Kluge, Delton Yoder, Clyde Kluge, Maggie Thompson, Gerry Batt, Ken Brown, Dewayne Denwalt, Tom Elliott, Ronnie McGee

2. **Board Members Absent:** None

3. **Property Owners Present:** The owners of 47 lots were present.

4. **Call to Order-**
The Board Meeting was called to order at 11:00 am by Wendell Kluge, President.

5. **Moment of Silence-**
A moment of silence was observed.

6. **Approval of the Meeting Minutes for July 18, 2015**
A motion to accept the minutes as written by: Ken Brown
Seconded by: Gerry Batt
The motion passed unanimously.

7. **Committee Reports-**
Committees have been created and implemented to oversee different areas within the Park. Each committee has authorization to take care of certain actions and will present a written report every month that will become a part of the minutes. You will see that there are times when more than one committee can be involved in a project. If you would like to volunteer to be on any of the committees, please email/contact any board member. Cedar Blue welcomes your help, ideas and suggestions. These committees and its members will be posted on the website.

Environmental Committee

Chairman: Ken Brown

Members: Ronnie McGee, Delton Yoder, Dewayne Denwalt

Report read by Tonya Glasgow. See report below.

One additional permit was submitted at the time of the meeting.

Financial Committee

Chairman: Clyde Kluge

Members: Delton Yoder, Maggie Thompson, Gerry Batt

The report was reviewed by Clyde Kluge. See report below. Prior to reading his report he noted that this would be his last meeting. Overall he has enjoyed his time on the Board. He thanked everybody for their support over the past four years.

With regard to the current foreclosures four of the five property owners have not been able to be notified by certified mail so those notifications will start being placed in the newspaper next week. Those notifications have to run three times. Following those notifications an appraisal of the properties will take place followed by the auction which we hope takes place this fall.

The budget for the upcoming year is being worked on and will be presented at the annual meeting on September 6th.

A motion to approve the July 2015 financials by: Clyde Kluge

Seconded by: Ken Brown

The motion passed unanimously.

Infrastructure Committee

Chairman: Delton Yoder
Members: Dewayne Denwalt
Tom Elliott
Wendell Kluge

Report read by Delton Yoder. See report below

In addition to other owners that have donated time and equipment to help with the roads as noted in the committee report, David Ponder, a lot owner, dumped some gravel on the road from the Family Center to Cedar Ridge and leveled it at his own expense.

Delton noted that he felt like the Park has looked nicer than in past years even with all the weather challenges and thanked the Park staff and volunteers for all their hard work.

Security Committee

Chairman: Ronnie McGee
Members: Ken Brown, Maggie Thompson, Gerry Batt, John Thompson

No report given.

Insurance Committee

Chairman: Ronnie McGee
Members: Gerry Batt, Wendell Kluge

Report read by Tonya Glasgow. See report below.

Maintenance Committee

Chairman: Ken Brown
Members: Dewayne Denwalt, Tom Elliott, JW Mann

Report read by Tonya Glasgow. See report below.

ODEQ Committee

Chairman: Clyde Kluge
Members: Ken Brown, Ronnie McGee, Dewayne Denwalt

Clyde Kluge passed this report over to Tom Elliott. Wendell Kluge noted that the Park has been under a formal review by the ODEQ for several years and was actually fined in the past for not moving forward quickly enough on the project. Because we are under formal review by the ODEQ, they have been notified that Clyde Kluge's lead on this project replaced by Tom Elliott. Tom reported we now have dirt calculations we have been waiting on so we can move forward on bids and proposals for the lagoon work. We also have to continue to identify various water and sewer line locations and the distances between them throughout the Park. He asked the owners to please leave any OG&E markings on their properties alone. He plans to contact the ODEQ regarding time lines and possible extensions. These will all be posted in the office for people to see so they are aware of what needs to be completed and the deadlines on the work.

Clyde asked Tom what he was trying to find out from the ODEQ regarding extensions. Tom said the emails he has received from Clyde and information he has from the engineer are a bit conflicting. Tom noted that he saw where Clyde had made an extension request to Elizabeth Denning at ODEQ but did not see any response. Clyde indicated that Elizabeth has not responded on the requested extension request. Clyde explained what Elizabeth was waiting on us to provide her with completion dates on the lagoon work, the wet well work, etc. Clyde said he was reluctant to provide her with that information until we had the dirt calculations so we could then have a better idea of when we could get the lagoon work done. Clyde said that now that we have the dirt calculations we should be able to go back and provide more definitive dates to get an update to our consent order to get that formalized.

Wendell said this is one of the single most important thing that is on the Board's plate and has been there for many years.

Personnel Committee

Chairman: Wendell Kluge, President
Members: Delton Yoder, Vice-President
Clyde Kluge, Treasurer
Maggie Thompson, Secretary

The report was read by Wendell Kluge. See report below.

Wendell asked Tonya to call out the names of the volunteers that helped with the annual meeting mail-out. They are Arvilla Bird, Maggie Thompson, Marlene Ballew, Jeanette Wright, Kevin Norris, Myra Rennie and Joe Bonham.

Covenants & Bylaws Committee

Chairman: Tom Elliott
Members: Maggie Thompson, Gerry Batt, Wendell Kluge

Tom Elliott reported there has been no activity this past month. Tonya will be refiling the latest version of the Covenants and Bylaws. These versions have not changed from the former but it has been noted on them that they are the most recent and correct versions. There had been some questions that possibly prior approved amendments had not been entered into them. Tom, himself, remembers voting on amendments. After thorough research at the court house he noted that no other recorded amendments have been found so any voted on by the owners and not recorded have been lost. He said that the people who were supposed to record them did not do that. There were other things that people posed as questions as to whether they were part of our Covenants and Bylaws or just rumor. So the members of this Committee spent several hours searching for missing amendments both in the office files and at the court house. They compared the current Covenants and Bylaws to the latest recorded version.

Tom reminded the owners that if there is something they don't like they can vote to change it.

Entertainment Committee

There was no report from the former Activities Committee. The new Committee is going to be called the Entertainment Committee.

Brandon Storie reported there will be a meeting on August 28, 8:00 pm meeting to plan the Fall Festival. There will be a banner hung on the Family Center for the Fall Festival. The Fall Festival will be held on October 31st. Brandon noted there are no football games the weekend of the Festival. All volunteers are welcome.

He also noted that the Park's website can be used for current information about any entertainment plans. The site has been updated with the information about the Fall Festival. They have no plans to do Facebook postings other than to say check the Park's website.

8. Park Sr. Office Manager Report – see the report below.

Wendell reiterated that the glitch with the ballot envelopes noted in this report was an unintentional mistake. He noted that the error is partly due to the fact there are no written procedures on how to do mailings and count ballots. With the turnover of Board members, property owners, and office staff documented procedures are needed.

Oops! There has been a ballot glitch! When the annual meeting mail-out was prepared the ballot envelopes were marked with lot numbers. Folks, this was an unintentional error. Please be assured that the integrity of the voting will remain intact. Some resolutions are as follows:

- Black out your lot number on just the 'ballot' envelope with a magic marker; **OR**

- Put your ballot in a new blank envelope and write “Ballot” on it, then insert it in the return envelope and mail it; **OR**
- Come by the office prior to the meeting with your ballot, your return mailing envelope and get a clean ballot envelope there and drop it all in the ballot box; **OR**
- Come to the annual meeting and vote there. Bring your ballot, the return mailing envelope and get a clean ballot envelope at the meeting; **OR**
- Vote by proxy.

Additional steps will be taken in the counting process so that the lot numbers are blacked out on the ‘ballot’ envelopes by separate individuals from those that open those envelopes and count them. Please be assured, the counters will not know whose ballots they are counting. As always, volunteers from the owners present at the annual meeting will be used to do the counting.

9. **Fire Department Report** – No report given.

10. **Sonshine Community Church** – No report given.

11. **Old Business-**

- Golf Cart Rules – The Committee has not had a chance to meet to work on this.
- Annual Meeting – September 6th at 1:00 pm in the Family Center.
 - There are six candidates running for the positions and they were introduced. Marlene Ballew, Arvilla Bird, Bruce Arnold, Curtis Oshel, Patricia Dodd, and Tom Elliott are all candidates and introduced themselves. Wendell noted that the Park cannot function without dedicated volunteers. He thanked all that volunteered. It is a big task and has its rewards and challenges. He thanked all that stepped up to run for the open positions.
- The annual meeting information along with the Board resumes and ballot were mailed out this past week.

12. **New Business-**

- The security system at the front gate has been upgraded with several more cameras that cover all angles around the front gate and improved lighting. The cameras provide more clarity. The recording equipment also provides for easier downloading to flash drives and viewing on any computer.
- The old security camera system will be installed inside the Park office.
- The security system has been instrumental in solving some park thefts.

13. **Property Owner’s Comments**

Ryan Smith CC-89 recommended a motion to limit the conversations by the owners to 5 minutes or less. Delton Yoder made the motion. Ronnie McGee seconded the motion. The motion passed 7-2. Clyde Kluge and Dewayne Denwalt voted no. The remaining Board members voted in favor of the motion.

Patsy Dodd (CN62/63) – Asked where she could get copies of the current Covenants and Bylaws. She was told they were posted on the website and she could also get copies in the office.

Bill Burton (CB-264) – asked about the current Covenants and Bylaws and if they were changed. He said that owners had to sign for them in the past and felt that all owners should have to get the new set and sign for them. He was told that the set that is going to be re-recorded have not changed from the last set with regard to any new amendments. They are being re-recorded to note that they are correct and that there were no recorded amendments that had not been placed in the Covenants and Bylaws. One recorded amendment was found at the court house. It had never been placed in the documents and it was found that it was only voted on by the Board at that time and not by the owners so it was not a valid amendment.

Joey Falletta (CB-302) – Said there his neighbor has a shed in the creek by his place that needs to be moved. He indicated that if the Park can remove some things from the creek, he can carry the shed out. Tonya stated she has contacted that lot owner and she will be coming to Cedar Blue to review the situation. She will be coming to the office to visit with them. He asked Tonya why the letter he was sent wasn’t addressed at the meeting and then dropped his question. He also asked the attendees at the meeting if they had seen a document he had distributed around the Park. In response to this Becky Snow (CB-048) told Joey Falletta she has asked him to stay off her property and told him that if he comes onto her property again she will call the Sheriff.

Karen Roberts (CB-154) – She asked about a building permit she submitted. She was told they plan to review these after the meeting. She asked who is taking care of restroom supplies as there was no soap in the women’s restrooms. She was told maintenance is supposed to be overseeing this. She also asked about building rules of add-ons and whether or not it has to be connected to the RV. She was told the add-on has to be adjacent to the RV but not connected.

Steve Stephens (CN-27) – Asked about the foreclosure process in the park. Tonya explained that once the properties being foreclosed on are ready for Sheriff’s sale there will be discussion as to whether the Park will attempt to purchase them and then auction them off. Anybody can bid on the properties. Additional fees will still need to be added to the properties being foreclosed on as there are still attorney fees, appraisal costs, etc. It was noted that whoever wins the bid gets everything on the property and may incur costs cleaning the lots up. The minimum bid will be 2/3rds of the appraised value of the property. This may have an effect on whether or not the Park bids on the properties.

14. Adjournment-

A motion to adjourn was made by: Clyde Kluge

Seconded by: Ken Brown

Motion carried unanimously.

Board meeting adjourned at: 11:55 am

Environmental Committee Report

August 2015 Board Meeting

Chairman: Ken Brown

Members: Ronnie McGee
Delton Yoder
Dewayne Denwalt

Permits for approval:

There are five (5) building permits submitted for approval when this report was generated.

Signed
Ken Brown
Environmental Committee Chairman

Cedar Blue Property Owners Association

Finance Committee Monthly Report

Members: Clyde Kluge, Chairman, Maggie Thompson, Delton Yoder, Gerry Bate

For Month of August 2015

1. Accomplishments:

a. Reviewed the Financial Reports for July 2015.

1) Operating Account

For the month of June 15 the Park received \$7,598.55 in Ordinary Income (primarily Annual Assessments). This brings the total Ordinary Income for the FY15 year to a total of \$383,219.44. This is approximately 102.4% of the total expected income of \$374,000. Expenses for the month of June 15 were \$40,274.14.

There are four items over budget for the year and 14 items under budget.

- i. Bank charges are over budget for the year by \$819.62 primarily due to an increase in the number of credit card payments we are processing. Total of these charges are \$1,728.21 and produced \$43,456.68 of income. This is an item the Finance Committee will be looking at to see what we may be able to do to recoup these costs. A follow up was made with our CPA on some previous questions asked about this and we are awaiting the response.
- ii. Legal and Professional expense is over budget by \$80.80. This is primarily due to the additional cost being incurred to resolve the office irregularities from late last year and the actions to date to foreclose on properties.
- iii. Office Expenses are over budget by \$1,502.68 which is primarily due to the acquisition of a new PC, the purchase of a cloud service to backup all of our data offsite. These items were acquired a few months ago. With the addition of the electronic gate, having this data backed up offsite has become more critical. There also is \$648.55 of travel expense. The travel and PC expense should be in other accounts and it has been requested these changes to be moved to the proper account.
- iv. The Payroll Expense is over by \$6,734.84 and this is due to us paying the gate staff in Sep and Oct 14 and the budget was set as though these personnel were gone on 1 September 2014. Also, there has been an additional Maintenance person hired to take care of the increased summer workload due to all of the rain received this year and the pool and restroom maintenance. The gate staff did the pool work and they are now gone so this work required an additional person for the active season. It does not appear the over budget condition on the payroll will resolve itself by the end of the FY as was previously thought and it is now expected this over budget condition will finish the FY in the \$7,000.00 range.

- v. Repairs and Maintenance are over budget by \$1,195.63 due to the cost of gravel to repair the roads and the acquisition of replacement lift station pumps.

The balance in the Operating Account M/E July is \$46,009.09 and the Money Market Account is \$218,332.87 for a total of \$264,341.96. The total balance for last month was \$295,032.16. As the Park may not be receiving additional large deposits for the remainder of calendar year 2015, the total money in the Operating Account and the Money Market Account will continue to decline. The next large amounts of income begin to come into the Park in the Nov-Dec timeframe when the Annual Assessments are starting to be paid for the next fiscal year.

Finance Summary: Current M/E Mar 15 for FY15

Budget to Expenses Performance Summary at M /E July 2015:

Cum Budget	Cum Expenses	Cum Under/(Over)
\$294,743.26	\$271,098.75	\$23,644.51

This is the year-to-date cumulative summary of the Operating Account.

FY15 Operating Expenses				
		Cum Year to Date Budget	Cum Expenses to Date	Cum Year to Date (Over)/Under Budget
Account Description	Account Number			
Bank Charges	60100	\$ 1,100.00	\$ 1,919.62	(\$819.62)
Computer and Internet Charges	60210	\$ -	\$ -	\$0.00
Fire Department	60220	\$ -	\$ -	\$0.00
Fuel	60240	\$ 8,708.33	\$ 4,860.65	\$3,847.68
Insurance	60260	\$ 37,125.00	\$ 22,967.29	\$14,157.71
Interest Expense	60270	\$ -	\$ -	\$0.00
Legal and Professional Expense	60280	\$ 7,333.33	\$ 7,414.13	(\$80.80)
License Expense	60300	\$ 118.50	\$ 118.50	\$0.00
Lien and Deed Fees	60320	\$ 458.33	\$ -	\$458.33
Office Expense	60340	\$ 2,291.67	\$ 3,794.35	(\$1,502.68)
Postage Expense	60345	\$ 1,650.00	\$ 1,124.74	\$525.26
Payroll Expense	60360	\$ 85,185.10	\$ 91,919.94	(\$6,734.84)
Property Taxes	60380	\$ 1,598.00	\$ 1,598.00	\$0.00
Repairs and Maintenance	60400	\$ 43,541.67	\$ 44,737.30	(\$1,195.63)
Travel Expense	60420	\$ -	\$ -	\$0.00
Entertainment Expense	60430	\$ 916.67	\$ 500.00	\$416.67
Utilities	60440	\$ 89,650.00	\$ 76,081.23	\$13,568.77
Uniform Expense	60550	\$ 3,208.33	\$ 2,726.73	\$481.60
Federal Taxes	99000	\$ -	\$ -	\$0.00
Land Payment	16900	\$ 11,400.00	\$ 11,336.27	\$63.73
Furniture and Office Equipment	15250	\$ 458.34	\$ -	\$458.34
Totals		\$294,743.27	\$ 271,098.75	\$23,644.52

2) Infrastructure Account

For the month of July 2015 the Park received \$1,537.50 in Infrastructure Assessments. The Account paid out \$0.0 in expenses in June 2015. The Infrastructure Account has a balance of \$198,560.01.

Total of all Accounts is Operating Account and Money Market Account of \$264,341.96 plus the Infrastructure Account of \$198,560.01 equals \$462,901.97.

b. Foreclosure Accounts (No change from last month):

Please see below by lot, balances due. The amount owed June consist of yearly assessments, special assessments, late charges or other fees. This listing is as of 4/17/15. All balances were due 5/2/14.

Lot #	Amount Owed
CC-056***	\$ 2,858.62
CN-095***	\$ 1,898.00
CR-027***	\$ 3,767.16
DP-015***	\$ 953.00
GL-041***	\$ 2,758.47
Total Outstanding	\$ 12,235.25

*** These 5 properties have been turned over to our park attorney Phil Hurst on these dates December 2014 & March 26, 2015 for foreclosure proceedings.
Legal paperwork has been filed with the Murray County court April 16, 2015.

The Properties going into the foreclosure process have decreased from ten (10) to five (5).

SUMMARY:

Total outstanding balances as of 5/9/14: \$77,290.12

The above total consists of the following totals:

- Liens filed on 46 properties:
 - \$65,048.47 + \$ 5,198.00 (lien filing fees) \$70,246.47
 - Statements sent to 15 properties: \$ 7,043.65
- \$77,290.12

Total payments received as of 5/15/15: \$65,054.87

Balance Outstanding: \$12,235.25

c. Office Irregularities.

No change from the last report. The following table is the current status and impact to the Park

Supplier	Date	Cost	Suspect Charges	Status	Comments
Wal-Mart	11/22/14	\$730.84	\$445.02	Paid	Suspicious charges
CBPOA, Inc.	Various	\$4,500.00	\$4,500.00	Paid	Cash payments to the Park and cash is missing
Amazon	11/4/14	\$225.41	\$225.41	Paid	Suspicious charges
Pay Pal	11/23/14	\$151.02	\$151.02	Paid	Suspicious charges
USCC	11/24/14	\$458.44	\$458.44	Paid	Suspicious charges
Ice Sales Cash	1/31/15		\$8,181.00	Paid	Cash is missing
CPA Fees	11/17/14	\$650.00	\$800.00	Paid	This is the actual cost incurred by the Park CPA to investigate this matter.
Total to Date		\$6,715.71	\$14,760.89		

d. Financial Activities after M/E July 2015

This is a new area of the Finance Report to provide all an advance notice of things that occurred in the early part of July and will be in next month's financial report. The reason for this item being added to the report is to keep the Board and Owners informed of what is happening with the Parks funds.

- i. There is nothing out of the ordinary for the expenses for the month of August to date.
- ii. Work is progressing on the FY16 budget which will be presented at the Annual Meeting on 7 September 2015

2. Future Activities

- a. Continue to monitor, manage and investigate the above noted issues.
- b. Support discussion with attorney and law enforcement agencies.
- c. Prepare action on handling of Credit Card charges.
- d. Encourage cost savings.
- e. Prepare budget for next FY

Clyde Kluge

Finance Committee Chairman

Infrastructure Committee Report

August 2015 Board Meeting

Infrastructure Chairman: Delton Yoder

Members: Dewayne Denwalt
Tom Elliot
Wendell Kluge

The cell phone tower has been assigned to Tower Co. The committee is in the process of reviewing at this time. Tower Co. has stated that AT&T will generally not exercise lease rights if the deal is dead so they are researching into this matter and we are hopeful to have more information next week.

Everyone knows the infrastructure around the park has been neglected. The most pressing matter to consider at this time is the family Center roof.

Jerry, Joe, Warren and Bobby have done an outstanding job keeping the park looking really nice with the excessive rains that have occurred the last four months. Our staff is getting the roads back into shape and the mowing is getting under control. The park's appearance is improving. We have had much help from Dwayne, Ronnie and Ken. There are many others that have been pitching in and the Infrastructure committee wants to give recognition to everyone. Thank you for helping to improve our park!

Signed

Delton Yoder

Committee Chairman

Insurance Committee Monthly Report August 2015 Board Meeting

Chairman: Ronnie McGee

**Members: Gerry Batt
Ken Brown
Wendell Kluge**

Paperwork has been signed. Cedar Blue changed insurance agencies effective 7-20-15 to Wilcox and McGrath Insurance. Coverage includes: work comp, officers & directors liability, automobile insurance and the commercial package plan for the park.

The Insurance committee met in March to review and discussed our current policies. Quotes were sent to Ronnie for comparison. The committee reviewed and made a recommendation to the Board of Directors to change carriers. Cost savings approximately \$10,000.00.

Thank you to everyone on the committee for all of your contributions. Insurance premiums will renew in July of 2016.

Signed

Ronnie McGee

Insurance Committee Chairman

Maintenance Committee Report

August 2015 Board Meeting

Chairman: Ken Brown

Park Liaison: Joe Bonham
Staff Supervisor: Tonya Glasgow

Members: Dewayne Denwalt
Delton Yoder
JW Mann

ACCOMPLISHMENTS:

Jerry, Warren, Bobby and Joe have been working very hard. The heat has been very intense. Jerry & Warren repaired water and sewer leaks in Cedar North, Cedar Ridge and Goose Lake. The staff has been mowing all over the park including the right of way on the roads and many areas that have not been cared for in a while. The RC race track has been cleaned up and leveled to make easy for the staff to mow and trim. Jerry has been spreading gravel on all the roads throughout the park. The pool inspector came by and gave us a great rating to our pool. He stated the chemical ratio is the best it has ever been thanks to the new motors that were purchased for the pool pumps. Jerry and Warren smoothed the sand in the volley ball court and the gravel at the playground that was recently purchased by the activity committee.

REMINDER TO ALL LOT OWNERS:

PLEASE do not throw tree limbs and brush in the roll off dumpsters.

We have a great staff and appreciate all the hard work they do for our park! Please let them know their hard work is being noticed.

Signed
Ken Brown
Maintenance Committee Chairman

Signed
Tonya Glasgow
Staff Supervisor

Cedar Blue Property Owners Association
Personnel Committee Monthly Report

President, Chairman, Treasurer
Vice-President, & Secretary

For Month of August 2015

1. Accomplishments:

- a. Wendell Kluge and Tonya Glasgow, Senior Office Manager, followed-up with Deputy Sheriff Flowers on the status of the Jo Lynn case. He informed us he would need a statement from us before he could take the file to the DA. Tonya provided the summary report and we are awaiting word on the next step.
- b. Employee evaluations have been accomplished and the Personnel Committee is considering the budget impact for next year.
- c. The Personnel Committee presented the Employee Handbook to the Board at the July 15 Board pre-meeting and it was approved. It will now be distributed to employees and they will sign off on their acknowledgement of receipt.
- d. The office copier broke and Tonya Glasgow and Maggie Thompson had to make trips to Ardmore and the CPA's office to make sufficient copies to finalize the notice of Annual Meeting. Tonya then called in owner volunteers to help assemble, stuff, seal and then mail the ballots, candidate information, etc. Thanks to all, it was accomplished in one day and the Park provided lunch to the volunteers.

2. Future Activities

- a. We will be ready to assist the Sheriff and DA in the review of the information and documentation presented to the Deputies.
- b. Participate in the budget review and discussion as employee salaries and benefits amount to about 1/3 of our budget.

Wendell Kluge
Chairman Committee Chairman

Senior Office Manager Report

August 2015

Office Hours:
Monday - Sunday 8:00 am - 5:00 pm
Lunch 12:00 pm - 1:00 pm
Phone: (580)-622-6302
Email: parkadmin@cedar-blue.com

Eighty-nine (89) courtesy mowing letters were sent out July 30, 2015 with a deadline to mow of August 10, 2015. Should properties not be mowed by this date, Cedar Blue will mow and charge \$100.00 for this service.

Under the direction of the Board of Directors, the office has sent notifications and requests for removal of any additional travel trailers located on their property with a deadline of September 1, 2015 @ 3:00 pm. All of the lots within the Cedar Blue RV Park are subject to covenants, which have been adopted upon on the lots for the mutual protection and enjoyment of all property owners.

I want to say 'Thank You' to: Arvilla Bird, Maggie Thompson, Marlene Ballew, Jeanette Wright, Kevin Norris, Myra Rennie and Joe Bonham for all of their assistance in stuffing envelopes for the annual meeting mailing. We made new friendships and had fun working together. We finished the same day and the mailing went out in record time! Thank you to Jeanette and Joe for breakfast and to Cedar Blue for providing lunch.

Oops! There has been a ballot glitch! When the annual meeting mail-out was prepared the ballot envelopes were marked with lot numbers. Folks, this was an unintentional error. Please be assured that the integrity of the voting will remain intact. Some resolutions are as follows:

- Black out your lot number on just the 'ballot' envelope with a magic marker; **OR**
- Put your ballot in a new blank envelope and write "Ballot" on it, then insert it in the return envelope and mail it; **OR**
- Come by the office prior to the meeting with your ballot, your return mailing envelope and get a clean ballot envelope there and drop it all in the ballot box; **OR**
- Come to the annual meeting and vote there. Bring your ballot, the return mailing envelope and get a clean ballot envelope at the meeting; **OR**
- Vote by proxy.

Additional steps will be taken in the counting process so that the lot numbers are blacked out on the 'ballot' envelopes by separate individuals from those that open those envelopes and count them. Please be assured, the counters will not know whose ballots they are counting. As always, volunteers from the owners present at the annual meeting will be used to do the counting.

A BIG note of gratitude goes out to David Ponder of Cedar Ridge 82 and 83 for his donation of gravel for the roads to Cedar Blue and the use of his personal machinery to spread and smooth out.

A reminder to all property owners: Please update the office with any address, phone or email changes. Thank you.

All current year assessments were due April 30, 2015. Final notifications were sent May 21, 2015. Electronic gate cards have been deactivated for property owners who have not paid effective 6-15-15. Please pay past due assessments ASAP to avoid any further legal action. Should you have any questions, please contact the Cedar Blue office. There are twenty-four (24) properties owing for a total of \$20,339.25. -See attachment-

Signed
Tonya Glasgow

Outstanding Balances by Property

August 2015

Please see below balances due by property. The amount owed may consist of yearly assessments, special assessments, late charges or other fees. This listing is as of August 2015. Balances were due 4-30-15. Gate cards deactivated 6-15-15 due to nonpayment.

Attachment to Senior Office
Manager Report

CB-026	\$1,000.00	CB-027	\$ 1,000.00
CB-134	685.00	CB-135	750.00
CB-201	750.00	CB-272	985.00
CB-325	750.00	CC-009	985.00
CC-010	985.00	CN-024	677.50
CN-064	933.75	CN-078	750.00
CN-081	638.00	CN-083	750.00
CR-012	1,185.00	CR-055	985.00
CR-059	985.00	CR-060	985.00
CR-068	985.00	CR-073	100.00
CR-084	1,085.00	CR-086	985.00
CR-092	1,085.00	GL-060	320.00

Total: \$20,339.25 (24 properties)