

**MINUTES FOR THE MEETING OF THE BOARD OF DIRECTORS
OF THE
RIVER VIEW VISTA ESTATES OWNERS ASSOCIATION**

- CALL TO ORDER** Pursuant to call by the President of the Association, the fourth quarter meeting of the Board of Directors was held on November 17, 2023, at 2:00 p.m. at the meeting room at 8300 Coopers Hawk Drive in Redmond, Oregon and via Zoom conference.
- ATTENDANCE** Directors present included Paul Fujimoto, Denene Holbrook, Brett Moshofsky, and Ernie Taylor. Management company staff members present included Debbie Hahn, Mark Owings, and Tori Swearingen. Judy Nordstrom and Daniel Corwin, representing Alliance Association Bank, and Karen Smith, consultant with Resort Resources, Inc., were also in attendance. Ernie Taylor, President, presided at the meeting, and Debbie Hahn recorded the minutes on behalf of the Secretary.
- CONSENT TO AGENDA** The meeting was called to order at 2:00 p.m. Paul moved to approve the agenda as presented. Denene seconded the motion and it passed unanimously.
- APPROVE PRIOR MEETING MINUTES** Reading of the prior meeting minutes dated September 14, 2023 was waived. Paul moved to approve the minutes as presented, and Brett seconded the motion. The motion passed unanimously, and Ernie opened the discussion of business items.
- EXECUTIVE SESSION** Following discussion and upon motion duly made (DH) and seconded (BM), the following resolution was unanimously approved:
- RESOLVED, that the Board adjourns to executive session to discuss contract negotiations and legal advice.**
- Resolution 2023.11.17-01*
- The directors estimated 60 minutes for the executive session, confirming that action, if any, would be taken in open session.
- After reconvening in open session, President Taylor reported the Board has received advice on funding options for the deck project, and advice regarding creating unit classifications and the authority of the Board to do so. The attorney will be preparing a resolution on this topic for adoption by the Board via consent resolution or at a future meeting.
- UNFINISHED BUSINESS**
- DECK REPLACEMENT PROJECT** As Marrison was not in attendance to provide a verbal update on the deck replacement project, no additional update was provided.
- NEW BUSINESS**
- FINANCIAL REPORT** Mark Owings reported the CPA review of the 2022 financial statements is now complete with no significant adjustments. Mark then provided the financial report, which included the financial summary (“Attachment 1”) and internally prepared third-quarter 2023 financial statements (“Attachment 2”). Mark reviewed the material variances as outlined in the financial summary.

Following discussion and upon motion duly made (PF) and seconded (DH), the following resolution was unanimously approved:

RESOLVED, that the financial report submitted by Mark Owings including “Attachment 1” and “Attachment 2” be hereby approved subject to review.

Resolution 2023.11.17-02

RESERVE EXPENSES A reserve expense report was not provided.

OPERATIONS REPORT Debbie Hahn reviewed the written operations report (“Attachment 3”) on behalf of Marrissa Rainey and noted there is no insurance claim activity to report. There was no action requested of or taken by directors.

ELECTION OF OFFICERS Following nominations by directors, and upon motion duly made (BM) and seconded (PF), the following resolution was unanimously approved:

RESOLVED, that the following persons are elected to the corporate offices set forth opposite their respective names, to serve until the next meeting of directors following the members’ annual meeting in 2024, and until their respective successors shall be elected and qualified:

**Ernie Taylor – President
Brett Moshofsky – Vice President
Marrissa Rainey – Secretary
Fred Duhring – Treasurer**

Resolution 2023.11.17-03

TRAVEL/LODGING EXPENSE POLICY Directors reviewed and affirmed the current expense policy for the 2023/2024 board year. The current policy was read, and is copied here for reference purposes:

“Transportation costs are allowed based on the most prudent mode of travel as determined by each director. If driving, a mileage rate will be paid at the then current IRS mileage rate. Air travel will be reimbursed at cost. Lodging, as needed to accommodate for the meeting schedules (1-2 nights), will be provided by the Association at the resort property. In addition, communication costs will be reimbursed to directors at cost upon receipt of a bill.”

Following discussion, and upon motion duly made (DH) and seconded (BM), the following resolution was unanimously approved:

RESOLVED, that the 2023/2024 Travel/Lodging Expense Policy be hereby approved.

Resolution 2023.11.17-04

2024 ASSOCIATION BUDGET Debbie referenced the 2024 landscaping maintenance and snow removal contract submitted by Eagle Crest Management Landscaping (“Attachment 4”), noting the proposed contract does not include any changes to the scope of work. Debbie noted the fee for landscaping maintenance is included in the proposed 2024 budget, and the snow removal hourly rates were unchanged over the prior year.

Following discussion and upon motion duly made (BM) and seconded (DH), the following resolution was unanimously approved:

RESOLVED, that the landscaping and snow removal contract with Eagle Crest Management Landscaping (“Attachment 4”) be approved for a one-year period and the President be authorized to sign the contract on behalf of the Association.

Resolution 2023.11.17-05

Mark Owings electronically reviewed the proposed 2024 association budget, making edits made as they were discussed. The final budget is included as “Attachment 5”.

Following discussion and upon motion duly made (DH) and seconded (PF), the following resolution was unanimously approved:

RESOLVED, that the River View Vista Estates 2024 Association Budget (“Attachment 5”) be approved as presented, and that management be directed to communicate details of the upcoming potential loan at the time the details of the budget are communicated to Association members.

Resolution 2023.11.17-06

Debbie noted the 2024 Reserve Study and proposed expenditures would be presented for approval at the Q1 board meeting.

**OTHER NEW
BUSINESS**

Directors set the following dates for 2024 regular meetings:

1st Quarter – Friday, March 1, 2024, 2:00 p.m.

2nd Quarter – Friday, May 31, 2024, 2:00 p.m.

3rd Quarter – Friday, September 27, 2024, 2:00 p.m.

2024 Annual Meeting – Saturday, September 28, 2024

Budget Study Session – Friday, November 1, 2024, 2:00 p.m.

4th Quarter – Friday, November 22, 2024, 2:00 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:50 p.m.

Secretary to the Association