

River View Vista Estates, Inc.

Board Meeting Agenda

November 19th, 2021

2:00 PM

Teleconference or 8300 Coopers Hawk Dr., Redmond, OR*

Meeting called by: Vice President, Ernie Taylor
 Type of meeting: Fourth quarter regular meeting

Facilitator: Ernie Taylor
 Minutes: Debbie Hahn

Attendees: Directors and staff

Please read: Packet of materials including: (see package Table of Contents)

Agenda

<u>AGENDA ITEM</u>	<u>RESPONSIBLE PARTY</u>	<u>ACTION</u>
I. CALL TO ORDER	Ernie Taylor, Vice President	
II. CONSENT TO AGENDA	Ernie Taylor, Vice President	YES
III. APPROVE PRIOR MEETING MINUTES	Ernie Taylor, Vice President	YES
IV. EXECUTIVE SESSION		
A. Motion to adjourn to Executive Session ** (see below)	Ernie Taylor, Vice President	YES
B. Discuss advice from legal counsel		
C. Reconvenvene in open session		
1. Motion(s), if/as applicable		
V. UNFINISHED BUSINESS		
A. Unit Property Insurance Coverage Update	Marrissa Rainey, ECM	
1. Discussion and questions		
B. Decking/Railing	Marrissa Rainey, ECM	
1. Trex Decking/Railing Update		
2. Deck Reconfiguration for Hot Tub Replacement Update		
3. Discussion and questions		
VI. NEW BUSINESS		
A. Financial Report	Mark Owings, ECM	YES
1. Year-end 2020 reviewed financials		
2. Review 9/30/21 third quarter financial statements		
3. Discussion and questions		
4. Motion to approve financial report subject to review		
B. Reserve Expenses	Marrissa Rainey, ECM	YES
1. Expense status report for 2021		
2. Discussion and questions		
3. Motion to approve variances, if/as applicable		
C. Operations Report	Marrissa Rainey, ECM	
1. General operations report		
2. Insurance claims report – <i>no activity</i>		
D. Election of Officers	Ernie Taylor, Vice President	YES
Current officers: President: **Unfilled**		

Vice President: Ernie Taylor

Secretary: Marrissa Rainey

Treasurer: Fred Duhring

E.	Travel/Lodging Expense Policy	Ernie Taylor, Vice President	YES
1.	Review current policy: Transportation mode determined by director. Mileage at current IRS rate; air travel at cost. Lodging at the resort as needed to accommodate schedules (1-2 nights).		
2.	Motion to adopt policy for 2021 – 2022		
F.	2022 Association Budget		YES
1.	Review proposed Association 2022 Budget	Mark Owings, ECM	
2.	Review 2022 Reserve Study, proposed contribution, and expense schedule for 2022	Marrisa Rainey, ECM	
a.	Motion to approve 2022 budget		
b.	Motion to approve 2022 reserve study and 2022 planned reserve expenses		
c.	Motion to set 2022 dues		
G.	Other new business	Ernie Taylor, Vice President	YES
1.	Set 2022 meeting dates		
2.	Other new business		
VII.	ADJOURN	Ernie Taylor, Vice President	YES

Additional Information

Special Note: Agenda Item V-A, Election of Officers: The bylaws note “Any two or more offices may be held by the same person, excepting the offices of President and Secretary. The President and Treasurer shall be elected from among the members of the Board of Directors”.

Special Note: Agenda Item VI – A, Executive Session: ****MOTION** to adjourn to executive session: **[I] move that the Board adjourns to executive session to discuss advice from legal counsel.**

Virtual Meeting Procedures: **IMPORANT RE: COVID-19 VIRTUAL MEETING** - *Due to current COVID-19 restrictions, audience members will be required to call in for this meeting. Only directors and essential staff will be permitted to attend in person. The phone line will open 5-10 minutes prior to the meeting.

The call-in number is 253-215-8782 and the meeting ID is 5415489300.

Open meeting conducted in accordance with RRO. The Board welcomes member attendance at Board meetings to observe business matters involving the Association.

Observers: While the Board meeting is in session, there is no owner participation unless invited by the Chair. The Board meeting is a meeting of the Directors of the Association. Management and committee reports are given as requested and recognized by the Board. Business matters come before the Board when a motion is made and seconded, followed by a

discussion period, before a vote is taken. This discussion is to take place only between the Board members (with management, if needed).

To provide an opportunity for members to address the Board, a time for owner comments will be set aside preceding the board meeting.

Please respect the following participation guidelines:

- Please raise your hand to be recognized by the Meeting Facilitator. Once recognized, state your comment or concern in clear and simple terms and please limit it to three minutes. If someone else has already stated the same concern, please only comment if you have something new to add.
- **Please understand that the Board will not offer an immediate response/decision at this time.**

Any member unable to attend a Board meeting is always welcome to send a comment or concern in writing to the Board via the management company by fax, mail, or email. Submitting your comment in writing is encouraged.