

**MINUTES FOR THE MEETING OF THE BOARD OF DIRECTORS
OF THE
EAGLE CREST MASTER ASSOCIATION**

CALL TO ORDER Pursuant to call by the President of the Association, the special meeting of the Board of Directors was held on October 28, 2019, at 2:30 p.m. at 8300 Coopers Hawk Drive at Eagle Crest Resort in Redmond, Oregon.

ATTENDANCE Directors present included Hank Cavender (Residential Director), Chris Earnest (Commercial Director) and Bill Neumann (VROA Director). Attendance by Bill and Chris was accommodated via conference call. Karen Smith, consultant with Resort Resources, Inc., also attended via conference call. Also in attendance were management company staff members Hannah Henson, Kelsey Rook, and Brenda Tompkins as well as two members of the Association. Bill Neumann, President, presided at the meeting, and Kelsey Rook recorded the minutes on behalf of the Secretary.

CONSENT TO AGENDA The meeting was called to order at 2:30 p.m. and Directors unanimously consented to the agenda as presented.

PRIOR MINUTES Reading of the prior meeting minutes dated September 20, 2019, was waived and Hank moved to approve the minutes as presented. Chris seconded the motion and it passed unanimously.

OLD BUSINESS

OWU SYSTEMS MANAGEMENT AGREEMENT Karen Smith, reporting for Resort Resources, Inc., reviewed the Amendment to Systems Management Agreement between Eagle Crest Master Association and Oregon Water Utilities (“Attachment 1”). Karen noted that the focus of the amendment was to update and strengthen the agreement’s insurance and liability requirement language.

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

RESOLVED, that ECMA approves the Amendment to Systems Management Agreement (“Attachment 1”) and authorizes the President to sign the agreement on behalf of the Association.

Resolution 2019-10-28.01

UNFINISHED BUSINESS

None pending.

NEW BUSINESS

SUBASSOCIATION BILLING DELEGATION Hannah Henson reviewed the memo “Annual Sub-association Billing Delegation” (“Attachment 2”) and proposed ECMA Collection Delegation Policies for 2020 (“Attachment 3”)

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

RESOLVED, that ECMA adopts the Collection Delegation Policies for 2020 (“Attachment 3”) and delegates the responsibility for collecting ECMA Dues and Utility Fees in 2020 to those Sub-Associations listed in the adopted policy.

Resolution 2019-10-28.02

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

RESOLVED, that ECMA approves a 2020 Billing Fee equal to \$10 to be added to each invoice generated by its management company for ECMA Dues and Utility Fees to include invoices to Sub-Associations collecting ECMA Dues and Utility Fees on behalf of ECMA as well as invoices to individual owners; and

BE IT FURTHER RESOLVED, that ECMA authorizes payment to its management company on a quarterly schedule equal to the total invoiced Billing Fees.

Resolution 2019-10-28.03

ADJOURNMENT

There being no further business, the meeting was adjourned at 2:43 p.m.

Secretary to the Association