

River View Vista Estates, Inc.

Board Meeting Agenda

November 22nd, 2024
 2:00 PM
 Zoom / Teleconference

Meeting called by: Vice President, Brett Moshofsky Facilitator: Brett Moshofsky
 Type of meeting: Fourth quarter regular meeting Minutes: Debbie Hahn

Attendees: Directors and staff

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

Owner Comment Opportunity *(guidelines for participation below)*

<u>AGENDA ITEM</u>	<u>RESPONSIBLE PARTY</u>	<u>ACTION</u>
I. CALL TO ORDER	Brett Moshofsky, Vice President	
II. CONSENT TO AGENDA	Brett Moshofsky, Vice President	YES
III. APPROVE PRIOR MEETING MINUTES	Brett Moshofsky, Vice President	YES
IV. UNFINISHED BUSINESS		
A. Deck Replacement Project	Arron Curtis, ECPM and Kacy Hjeresen, ECM	
1. Eagle Crest Project Mangement Update		
2. Voting Pamphlet & Ballot	Paul Fujimoto, Director	
3. Project Costs	Marrissa Rainey, ECM	YES
B. Discussion and Questions		
C. Motion(s) if/as applicable		
V. NEW BUSINESS		
A. Financial Report	Mark Owings, ECM	YES
1. Year-end 2023 reviewed financials - <i>update</i>		
2. Review 9/30/23 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 2024		
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**	Brett Moshofsky, Vice President	YES
Current officers:	President: Vacant	
	Vice President: Brett Moshofsky	
	Secretary: Denene Holbrook	
	Treasurer: Fred Duhring	
E. Travel/Lodging Expense Policy**	Brett Moshofsky, Vice President	YES
1. Review current policy		
2. Motion to adopt policy for 2024 – 2025		

F.	2025 Association Budget		
1.	Review Landscaping Maintenance & Snow Removal Scope Of Work	Marrissa Rainey, ECM	YES
2.	Review proposed Association 2025 Budget	Mark Owings, ECM	YES
3.	Discussion and Questions		
4.	Motion to approve Landscaping and Snow Removal SOW		
5.	Motion to approve 2025 budget		
6.	Motion to set 2025 dues		
G.	Other new business	Brett Moshofsky, Vice President	YES
1.	Set 2025 meeting dates		
2.	Other new business		
VI.	ADJOURN	Brett Moshofsky, Vice President	YES

Additional Information

Special Notes:	<p>**Agenda Item VI-D, 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”.</p> <p>**Agenda Item VI-E, Travel/Lodging Expense Policy: The current policy: “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.”</p>
Virtual Meeting Procedures:	<p>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.</p> <p>The call-in number is 1-253-205-0468 and the meeting ID is 751 051 6296.</p> <p>Open meeting conducted in accordance with RRO. The Board welcomes member attendance at Board meetings to observe business matters involving the Association.</p>
Observers:	<p>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).</p> <p>To provide an opportunity for members to address the Board, a time for owner comments will be set aside preceding the board meeting.</p> <p>Please respect the following participation guidelines:</p> <ul style="list-style-type: none"> • Please raise your hand (virtually) 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. <p>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.</p>