



CALDERA CABIN OWNERS' SUB-ASSOCIATION, INC.

BOARD OF DIRECTORS' MEETING MINUTES

November 14, 2022

A Meeting of the Caldera Cabin Owners' Sub-Association, Inc. (CCOA) Board of Directors was called to order virtually on Zoom, by Board President, Alan Dinger, at 4:02 pm.

ROLL CALL

DIRECTORS & OFFICERS PRESENT: Alan Dinger, Director and CCOA President (Owner, Cabin 19), Peter Marsh, Director and CCOA Vice-President (Owner, Cabin 17), and John McQuaig, Director and Treasurer and Secretary (Owner Cabins 11, 44 & 45)

OWNERS PRESENT: Robert Richmond (Cabin 34)

OTHERS PRESENT: Catherine Smith, Caldera Cabin Owners' Sub-Association Manager and Sybil Brown, Caldera Cabin Owners' Sub-Association Administrator.

QUORUM AND NOTICE OF MEETING

Catherine noted that Notice of the Meeting had been sent to the ownership on October 14, 2022 and again on November 9, 2022. A quorum was present with all three board members present.

APPROVAL OF MINUTES

The minutes from the Board Meeting held October 20, 2022 were offered for consideration.

Upon a motion duly made by John McQuaig, seconded by Peter Marsh and unanimously approved, it was:

RESOLVED, that the Minutes from the Board of Directors Meeting held October 20, 2022 are accepted as presented.

2023 BOARD ELECTIONS

Catherine explained that all current officers will be welcome to run for re-election, any interested Cabin owners will also be welcome to run for office. All three Board members said they were willing to re-run.

DISCUSSION OF REVISED 2023 CONTRACTS

Catherine explained that the Resort Association Management Services (RAMS) contract went up by 4%, this contract covers the grounds maintenance. The grounds staff check the exterior of the Cabin's regularly. They oversee the landscaping contractor, and the snow removal contractor. They replace any exterior garage lights that are out, and regularly check the address signs and common areas.

Upon a motion duly made by Peter Marsh and seconded by John McQuaig and unanimously approved, it was:

RESOLVED, that the RAMS contract for 2023 is approved.

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Catherine explained that Catherine Smith Consulting, LLC contract has an increased 7% this year, due to inflation, however the expected hours have decreased.

Upon a motion duly made by John McQuaig and seconded by Peter Marsh and unanimously approved, it was:

RESOLVED, that the Catherine Smith Consulting, LLC contract is approved.

Catherine explained that the contract with Springtime Landscaping has been revised to include weekly inspections of all Cabins and a monthly walk through with grounds staff to insure that the terms of the contract are being met.

Upon a motion duly made by Peter Marsh and seconded by John McQuaig and unanimously approved, it was:

RESOLVED, that the Springtime Landscaping Contract is approved.

REVIEW AND APPROVE 2023 DRAFT BUDGET

Catherine explained to the Board that the proposed increase in assessments is mostly due to the landscaping budget increase of 10% and a pest control contract has been added for the ground squirrels that are causing damage to the landscaping. She also noted that there was nearly \$10,000 left over from 2022 that is shown as a carry forward, which helps keeping the increase lower. John McQuaig noted that it would be in the Associations best interest to move forward with the 5% increase to adjust for inflation, and to ensure there are adequate Replacement Reserves, the other Board member agreed. Assessments will be increased from \$510 a month (paid quarterly) to \$535 per month.

Upon a motion duly made Peter Marsh and seconded by John McQuaig and unanimously approved, it was:

RESOLVED, that 2023 CCOA budget is approved.

DISCUSS MOVING ADDITIONAL FUNDS TO USB ACCOUNT

Catherine explained to the Board that they could move an additional \$50,000 from the Reserve account at First Interstate Bank, s into the USB investment account in order to incur more interest. This would leave \$40,000 in the Reserves account at First Interstate.

Upon a motion duly made by John McQuaig and seconded by Peter Marsh and unanimously approved, it was:

RESOLVED, to transfer \$50,000 to the USB investment account.

OTHER BUSINESS

Peter stated that he was unclear about the pool expenses for Caldera Springs. He noted that the people that don't rent their homes are not seeing an increase to cover the costs like the rental owners will if the cost of the Rental ID cards go up the proposed \$100 per card. Catherine noted that all owners pay the same amount of assessments, however when it comes to the pool expenses, the Finance Committee felt that it was not enough to have the rental ID cards at \$250 each, as the data that shows 75% of the pool

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usage was from renters. The Finance Committee has suggested to the Board an increase from \$250 to \$350 a card to ensure the rental owners are covering their share of the costs.

Alan questioned the use of the new pool at the Forest House and if rental guests will be able to use the pool and how will the new pool affect the increase in rental cards? Catherine noted that rental guests will only be able to just the new facility if the owners rent through Sunriver Resort's Property Management Division. The new pool and fitness center will be owned and operated by Sunriver Resort so the rental ID cards would not need to cover any of that cost and if the usage and costs at the Association's facility decrease then, the cost of the cards could be reduced. The current access agreement between the Association and Sunriver Resort will still be in place and will offer all owners the same access to the new facilities as it currently does to the Golf Course and Lake House.

ADJOURNMENT

There being no further business to come before the meeting, President Alan Dinger adjourned the meeting of the Caldera Cabin Owners' Sub-Association at 4:38 P.M.

Respectfully Submitted, Catherine Smith, Caldera Cabin Owners' Sub-Association Manager