



**CALDERA CABIN OWNERS' SUB-ASSOCIATION, INC.**

**ANNUAL MEETING MINUTES**

**MARCH 12, 2022**

The Annual Caldera Cabin Owners' Sub-Association, Inc. (CCOA) Meeting was called to order virtually, on Zoom, by Board President, Alan Dinger, at 9:14 A.M.

**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:** Tracy Cahill (Owner, Cabin 33) and Dick Ammerman (Owner, Cabin 38)

**OWNERS BY PROXY:**

Caldera Cabins 5, 8, 9, 10, 12, 14, 15, 16, 21, 23, 24, 28, 29, 30, 32, 42 and 43.

**OTHERS PRESENT:** Catherine Smith, Caldera Cabin Owners' Sub-Association Manager.

**QUORUM AND NOTICE OF MEETING**

Catherine noted that Notice of the Meeting had been sent electronically on February 19, 2022, and the required quorum of 1/3 of the ownership was achieved with 53% of the ownership present in person or by proxy.

**APPROVAL OF MINUTES**

The minutes from the Annual Meeting held February 20, 2021 were offered for consideration.

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

**RESOLVED**, that the Minutes from the Annual Meeting held February 20, 2021 be accepted as presented.

**ASSOCIATION MANAGER'S REPORT**

Catherine Smith discussed work that had taken place in the Association over the past year. She discussed that the landscaping contract with Springtime Landscaping and Irrigation had gone well, considering landscapers are in short supply and high demand. She noted that Springtime had recently been sold to Rexius, out of Eugene, and she hopes the transition goes smoothly. They provide snow removal services to the Master Association and there had been no issues. She discussed that the asphalt driveways had been crack sealed in 2021 and some necessary patching had been completed.

Catherine noted that as part of their regular maintenance, the RAMS maintenance staff had performed repairs where needed to the pavers/snap edges, address signs and exterior garage lighting. They also completed their regular quarterly Cabin checklists, including blowing off paths and driveways when needed between the landscapers' visits, as well, they perform litter patrol and snow pole replacement as needed throughout the winter.

She also noted the Board has hired a new financial provider, Basic Books, starting in January of 2022. The transition from Sunriver Resort has been hampered by the fact that the controller who handled the financials for many years, had left the Resort. However, Basic Books has been working with the CPA, Schwindt and CO and was confident the first set of financials would be provided to the Board in March.

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Catherine also reviewed the projects that had been approved by the Master Association Board and were taking place in the Community in 2022. There were two new Committees in place, the Finance Committee and the Environmental and Landscape Committee. The annual Ladder Fuel work was taking place throughout the community, as well as each of the vacant lots being cleaned up and the lakes and streams were having the vegetation removed from the banks.

### **FINANCIAL REVIEW**

Catherine presented the 2021 financial summary noting the 2021 financials had been sent to each of the owners and that the Association remains in a very stable financial position, ending 2022 with \$331,00 in Operating, Working Capital and Reserve funds.

### **APPROVAL OF IRS RULING 70-604**

Catherine presented the IRS ruling 70-604 noting that the ownership must approve that any excess membership income be applied to the next tax year's assessments. She requested the owners approve the 70-604 for 2021, as well as one for 2022.

Upon a motion duly made by Peter Marsh and seconded by Dick Ammerman and unanimously approved, it was

**RESOLVED**, that the IRS Ruling 70-604 is approved for the 2021 tax year.

Upon a motion duly made by Peter Marsh and seconded by Tracy Cahill and unanimously approved, it was

**RESOLVED**, that the IRS Ruling 70-604 is approved for the 2022 tax year.

### **DIRECTOR ELECTION**

On February, 19 2022 ballots and request for director nominations was emailed to CCOA membership noting that both Alan Dinger, Cabin 19; and Peter Marsh, Cabin 17; had both agreed to run for another term.

Catherine noted that no other nominations had been received. The ballots were counted and both Alan Dinger and Peter Marsh had been reelected, each receiving 19 votes.

### **OPEN DISCUSSION**

There was open discussion amongst the ownership about a few items, including the possibility that the Master Association was considering an owner only pool. Cathy noted that the Master Association would likely hold off on this until after the pool in the expansion was built to see if the owners felt there was still a need for another pool.

### **ADJOURNMENT**

There being no further business to come before the meeting by a motion duly made by Alan Dinger and seconded by Dick Ammerman and unanimously approved, it was:

**RESOLVED:** to adjourn this meeting of the Caldera Cabin Owners' Sub-Association Manager at 10:07 A.M.

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