



CALDERA CABIN OWNERS' SUB-ASSOCIATION, INC.

BOARD OF DIRECTORS' MEETING MINUTES

November 20, 2023

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 3:30 PM.

ROLL CALL

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

OWNERS PRESENT: None

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 to the ownership on November 14, 2023. A quorum was present with all three board members present.

APPROVAL OF MINUTES

The minutes from the Board Meeting held April 10, 2023 were offered for consideration.

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

RESOLVED, that the Minutes from the Board of Directors Meeting held April 10, 2023, are accepted as presented.

APPROVAL OF 2023-2024 SNOW REMOVAL CONTRACT

Catherine had previously sent the 2023-2024 Snow Removal Contract to the Board, explaining that Spring River Tree Service is no longer providing snow removal services and therefore this years contract will be with Kevin Smalling Construction. They feel they have better equipment to perform the work than has been done in the past, though there have not been any complaints. They do plow at 2 inches rather than 3, to get rid of the ice.

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

RESOLVED, that the Kevin Smalling Construction Snow Removal Contract is approved as presented.

DISCUSSION OF STANDING 2024 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 Cabins regularly. They help oversee the work of the landscaping contractor and the snow removal contractor. They blow off the pine needles from the driveways over the winter, regularly check the address signs and replace any exterior garage lights that are out year-round.

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Catherine noted her management fees are budgeted to go up 7% in 2024 and that the financial services provider contract, with Basic Books is going up 3%.

The landscape contract with Rexius is scheduled to increase from \$67,560 to \$77,344 or an increase of 14%. They do believe they will have the ability to spray the deciduous trees in the spring, which they did not do in 2023 and the Association received a credit for this in 2023. The current manager and lead landscaper have shown much more care than in year's past, and the landscaping maintenance was far better in 2023 than in 2022.

GopherBusters decreased their pest control contract from \$9,500 in 2023 to \$8,500 in 2024 as there are less pests to remove. We hope this continues in 2024.

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

RESOLVED, that the four standing contracts noted above, for 2024, are approved as presented.

REVIEW AND APPROVE 2023 DRAFT BUDGET

Catherine explained to the Board that the proposed increase in assessments is due mostly to the Master Association Assessments increasing by 6%, which includes the access fee for all owners in Caldera Springs to access the new Forest House facility and pools, opening in the summer of 2024. As was noted previously the landscaping contract is scheduled to increase 14%. She also noted that the nearly \$10,000 carry forward from 2022 to 2023, which reduced the 2023 assessments, will not be in place this year.

The Board discussed that even though this is a substantial increase, based on the previous 2 years of inflation and increases in the contracts with staff, that have increased substantially over the past two years, that it would be in the Association's best interest to move forward with the 13% increase to insure the Association stays funded. Assessments will be increased from \$535 a month (paid quarterly) in 2023 to \$605 per month, or \$1815 per quarter in 2024. The final 2024 Reserve budget has not been completed, but will be provided to the Board when it is finalized.

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

RESOLVED, that 2024 CCOA Operating budget is approved as submitted.

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 4:03PM.

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