



## CALDERA CABINS OWNERS' SUB-ASSOCIATION, INC.

### BOARD OF DIRECTORS' MEETING MINUTES

**April 16, 2026**

A virtual meeting of the Caldera Cabins Owners' Sub-Association, Inc. (CCOA) Board of Directors was called to order virtually on Zoom, by Board President, Alan Dinger, at 3:30 PM, immediately following the Annual Meeting.

#### **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 CCOA Treasurer and Secretary (Owner Cabins 11, 44 & 45) all attended via Zoom.

**OWNERS PRESENT:** There were no other owners present.

**OTHERS PRESENT:** Catherine Smith, Caldera Cabins Owners' Sub-Association Manager, Nkonye Williams, the Caldera Springs Owners' Association General Manager and Melissa Shutt, the Association Administrator, also attended on Zoom.

#### **QUORUM AND NOTICE OF MEETING**

Catherine noted that Notice of the Meeting was sent electronically on March 18, March 26, and on April 15, 2026. A quorum was established with all three Board members present.

#### **APPROVAL OF MINUTES**

The minutes from the Board Meeting held November 10, 2025, were offered for consideration.

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

***RESOLVED, that the Minutes from the Board of Directors Meeting held November 10, 2025, are accepted as presented.***

#### **ELECTION OF OFFICERS**

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

***RESOLVED, that the officer positions shall remain the same as the previous year, with Alan Dinger, President; Peter Marsh Vice-President and John McQuaig the Treasurer and Secretary.***

#### **RATIFICATION OF THE ACTION BY CONSENT TO PURCHASE A CD**

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

***RESOLVED, to ratify the action by consent of the Board to approve the March 2026 purchase of a \$50,000 CD from the cash funds from a matured CD with UBS.***

**Caldera Cabins Owners' Sub-Association Annual Meeting  
April 16, 2026**

**APPROVAL OF THE 2027 RESERVE STUDY PROPOSAL**

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

***RESOLVED, to approve the proposal from Schwindt & Co to create the 2027 Reserve Study.***

**APPROVAL OF THE 2026 PAVER REPAIRS**

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

***RESOLVED, to approve the paver repair proposal from Mark Nein for the 2026 repairs to the front paver walkways at Cabins 1 through 4, 21, 24, 25, 31, 32, and 37 through 41 for \$2,653. \$1,456 is approved from the Reserve Fund and \$1,197 from the Operational Fund.***

**APPROVAL OF THE MAJOR IRRIGATION REPAIRS**

After a lengthy conversation about a major irrigation repair bid proposed by Rexius Landscaping, for the replacement of over 100 irrigation heads, over 300 nozzles as well as the removal of over 60 unneeded heads, the Board agreed that only half of the project could be afforded in 2026 and the other half would need to be completed in 2027. They also agreed that any Valve Replacements needed in 2026 would be completed in 2026 with the Valve Box revamp completed at the same time, but the remainder will be placed in the 2027 Reserve Study to be completed over a 6-year period as they fail.

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

***RESOLVED, to approve the major irrigation repairs proposed by Rexius to Cabins 24 through 45 up to \$21,000, with the final bid amount to be included in a contract prior to any work beginning.***

**ADJOURNMENT**

There being no further business to come before the meeting, President Alan Dinger adjourned the meeting of the Caldera Cabins Owners' Sub-Association at 4:20 PM.

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