## **Eagle Crest Master Association Board Meeting Agenda**

March 25th, 2024 9:00 A.M.

7555 Falcon Crest Drive

Redmond, OR

Meeting called by: President, Bill Neumann

First quarter regular meeting

Facilitator:

Minutes:

Bill Neumann Debbie Hahn

Type of meeting:

Directors and staff

Please read:

Attendees:

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

| Owner Comment Opportun | ty (guidelines for participation below) | Bill Neumann, President |
|------------------------|---|-------------------------|
|------------------------|---|-------------------------|

| Owner Comment Opportunity (guidelines for participation below) | Bill Neumann, President  |               |
|--|--------------------------|---------------|
| AGENDA ITEM  | RESPONSIBLE PARTY        | <b>ACTION</b> |
| I. CALL TO ORDER   | Bill Neumann, President  |               |
| II. CONSENT TO AGENDA  | Bill Neumann, President  | YES           |
| III. APPROVE PRIOR MEETING MINUTES                             | Bill Neumann, President  | YES           |
| IV. MANAGEMENT AND COMMITTEE REPORTS                           |                          |               |
| A. Financial Report  | Mark Owings, Eagle Crest | YES           |
| 1. Review 2023 draft year-end financial statements             | Management (ECM)         |               |
| 2. 2023 Audit Engagement Letter                                |                          |               |
| 3. Discussion and questions                                    |                          |               |
| 4. Motion to approve subject to audit                          |                          |               |
| B. Utility Systems Report                                      | Brett Limbeck, Oregon    |               |
| General systems report   | Water Utilities (OWU)    |               |
| 2. Well 2A Replacement Update – verbal update                  | Karen Smith, Resort      |               |
| 3. Discussion and questions                                    | Resources, Inc. (RRI)    |               |
| C. Operations Reports  | Marrissa Rainey, ECM     | YES           |
| General operations report                                      |                          |               |
| 2. Insurance claims report – <i>no activity</i>                |                          |               |
| 3. Motion to approve, if/as applicable                         |                          |               |
| D. Reserve Expense Report                                      | Karen Smith, RRI         | YES           |
| 1. Close-out expense report for 2023                           |                          |               |
| 2. Discussion and questions                                    |                          |               |
| 3. Motion to approve variances, if/as applicable               |                          |               |
| E. Committee Reports   |                          |               |
| Golf Oversight Committee                                       | Mike Bessonette, Chair   | YES           |
| a. Resort Pro Shop – Pavillion/Additional Restroom             |                          |               |
| b. Status Update   |                          |               |
| c. Discussion and Questions                                    |                          |               |
| d. Motion to approve, if/as applicable                         |                          |               |
| 2. Environmental Control Committee                             | Marrissa Rainey, ECM     | YES           |
| a. Term Renewals & Appointments                                |                          |               |
| b. Review updated ECC Policies & Guidelines                    |                          |               |
| c. Discussion and questions                                    |                          |               |
| d. Motion(s), if/as applicable                                 |                          |               |
| 3. Covenant Compliance Committee                               | Marrissa Rainey, ECM     |               |
| a. Status Update – <i>no activity</i>                          |                          |               |

| Utility System Planning Committee     a. Committee Report & Recommendations | Mike Bessonette, Chair  | YES |
|---|-------------------------|-----|
| b. Discussion and Questions   |                         |     |
| c. Motion(s), if/as applicable  |                         |     |
| V. SCHEDULED 1st QTR BUSINESS   |                         |     |
| A. 2024 Reserve Expenditures  1. Request approval for 2024 planned expenses | Marrissa Rainey, ECM    | YES |
| 2. Motion(s) if/as applicable   |                         |     |
| VI. UNFINISHED BUSINESS   |                         |     |
| A. Resort Sports Center Foundation Issue                                    | Marrissa Rainey, ECM    |     |
| 1. Status Update  |                         |     |
| 2. Discussion and Questions   |                         |     |
| VII. NEW BUSINESS   |                         |     |
| A. Sports Center Access Policy Revisions                                    | Karen Smith, RRI        | YES |
| 1. Minor edits and clarification  |                         |     |
| 2. Discussion and questions   |                         |     |
| 3. Motion to approve, if/as applicable                                      |                         |     |
| B. Sports Center JUEA – Renewal Process                                     | Karen Smith, RRI        | YES |
| 1. Discussion and questions   |                         |     |
| 2. Motion(s) if/as applicable   |                         |     |
| C. VROA Project Director Resignation  | Bill Neumann, President | YES |
| Discuss VROA Project Director appointment recommendation                    |                         |     |
| 2. Motion to appoint Vacation Project Director if/as applicable             |                         |     |
| D. Other new business   | Bill Neumann, President | YES |
| 1. Confirm next meeting: Friday, June 7 <sup>th</sup> 9:00am                |                         |     |
| VIII. ADJOURN   | Bill Neumann, President | YES |

## **Additional Information**

Open meeting conducted in accordance with RRO. The Board welcomes member attendance at Board meetings to observe business matters involving the Association.

Observers:

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).

To provide an opportunity for members to address the Board, a time for owner comments will be set aside preceding the board meeting.

Please respect the following participation guidelines:

- Please raise your hand to be recognized by the Board President.
- 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.

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.

Resource persons: Staff