

**MINUTES FOR THE MEETING OF THE BOARD OF DIRECTORS
OF THE
RIVER VIEW VISTA ESTATES OWNERS ASSOCIATION**

- CALL TO ORDER** Pursuant to call by the President of the Association, the third quarter meeting of the Board of Directors was held on September 18, 2020 at 4:00 p.m. at 7555 Falcon Crest Drive in Redmond, Oregon and via teleconference.
- ATTENDANCE** Directors present included Steve Sansone, Ernie Taylor, Fred Duhring, Brett Moshofsky, and Shirley Braunstein. Attendance of Ernie, Fred, Brett, and Shirley was accommodated via teleconference. Staff members present included Hannah Henson, Debbie Hahn, Patty Davis, and Mark Owings. Steve Sansone, President, presided at the meeting, and Patty Davis recorded the minutes on behalf of the Secretary.
- CONSENT TO AGENDA** The meeting was called to order at 4:00 p.m. and all board members consented to the agenda as written.
- PRIOR MINUTES** Reading of the prior meeting minutes dated June 5, 2020 was waived and Brett moved to accept the prior meeting minutes as presented. Fred seconded the motion, which passed unanimously. Steve opened the discussion of business items.
- OLD BUSINESS** None pending.
- NEW BUSINESS**
- FINANCIAL REPORT** Mark Owings presented the second quarter financial summary (“Attachment 1”), the internally prepared second quarter 2020 financial statements (“Attachment 2”). Mark noted that the balance sheet has changed a bit as some items needed to be reclassified. An updated balance sheet will be forthcoming. The total balance did not change. YTD expenses are mostly coming in under-budget.
- Mark noted the 2019 financial review has been completed and a draft report will be distributed within a week.
- Following discussion and upon motion made (ET) and seconded (BM), the following resolution was unanimously approved:
- RESOLVED, that the financial report submitted by Mark Owings including “Attachment 1” and “Attachment 2” be hereby approved subject to review.**
- Resolution 2020.09.18-01*
- RESERVE EXPENSE REPORT** Hannah Henson reviewed the Evaluation of Reserve Account Expenditures vs. Budget 2020 Reserve Study (“Attachment 3”) which included no variances requiring approval. Hannah noted the septic tank pumps are still functioning so the three (3) replacements planned for 2020 will only be completed upon failure. Seal coating projects have been delayed until Spring 2021; this project will involve temporarily closing access to Red Tail Hawk Dr, Ridgehawk Dr and Snowgoose Dr.
- OPERATIONS REPORT** Hannah Henson reviewed the written Operations Report (“Attachment 4”). Hannah noted the modifications to Sports Center operations due to COVID were challenging, but there was also positive feedback received regarding the handling of scheduling and other COVID safety procedures by Sports Center staff. The

only significant state mandate difference from the last meeting is stricter requirements for mask wearing.

**ANNUAL MEETING
PLANNING**

Hannah announced a quorum for the annual meeting on Saturday, September 19, 2020 has been met by the proxies received to date.

**PRELIMINARY 2021
ASSOCIATION
BUDGET
ASSUMPTIONS**

Hannah summarized the “2021 Budget Assumptions Memo” (“Attachment 5”). Hannah additionally discussed owner concerns about parking challenges and various options available. Hannah will gather additional data and pricing for Board consideration for the 2021 budget.

Maintaining the cleanliness of the trash corrals has been an issue this summer with lack of glass recycling being the biggest issue. Alternatives were discussed, and management offered to provide cost estimates for options for Board consideration for the 2021 budget

There were no additional actions requested of or taken by the Board.

**PROPERTY/LIABILITY
INSURANCE
PACKAGE POLICY
RENEWAL – 10/1/2020 –
2021 POLICY YEAR**

Hannah Henson presented the policy renewal proposal prepared by Association insurance brokers Alliant Insurance Services (“Attachment 6”), and noted the premium is unchanged from the current policy. Hannah noted that we have a strong relationship with Alliant and management is glad to see premiums unchanged.

Following discussion and upon motion made (BM) and seconded (SB), the following resolution was unanimously approved:

RESOLVED, that the insurance proposal submitted by Alliant Insurance Services (“Attachment 6”) to bind general liability, directors and officers’ liability, and umbrella liability for one year, effective October 1, 2020 at a total premium cost of \$4312.14 be hereby approved.

Resolution 2020.09.18-02

**OTHER NEW
BUSINESS**

Directors confirmed the third quarter meeting on Friday, November 20th at 3:00 p.m., in the meeting room located at 7555 Falcon Crest Drive in Redmond, Oregon.

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:50 p.m.

Secretary to the Association