

## Board Meeting

December 2, 2020

**Meeting Called to Order:** 12:40 PM by Ron Brown, President

**Roll Call:** Ron Brown, Stan Stinson, Jr. (Zoom presence), Tracy Leinen, Mary Wilkinson, Kenny Remior

### Approval of Board Minutes of November 18, 2020

**Motion:** Tracy 2<sup>nd</sup>: Kenny "Shall the Board approve the November 18, 2020 Board Meeting minutes as corrected and read?" Call for Vote: 4 Decision: Unanimous

### Approval of Minutes Executive Session November 19, 2020

**Motion:** Kenny 2<sup>nd</sup>: Tracy "Shall the Board approve the November 18, 2020 Executive Session Minutes as corrected and read?" Call for Vote: 4 Decision: Unanimous

### Approval of Minutes Executive Session of November 19, 2020

**Motion:** Tracy 2<sup>nd</sup>: Kenny "Shall the Board approve the November 19, 2020 Executive Session minutes as corrected and read?" Call for Vote: 4 Decision: Unanimous

### Treasurer's Report----Tracy Leinen

\$ 11,585.60	General Fund Checking Account
\$ 37,941.45	General Fund Reserve Account
\$ 50,465.03	Reserve Account
\$ 2,687.18	Debit Card Account
<b>\$102,679.26</b>	<b>TOTAL</b>

Tracy reported the outcome of her meeting with Nikki at Riverside on Nov. 30<sup>th</sup>. She felt the meeting was outstanding. All information she requested was provided. There will remain a hold on the NeoReef payment. An error was found on City of Cascade bills. A private party account was included with LTRV's. City was contacted and that has been corrected. Carter Property Management (cleaning) will be reviewed further. Receipts submitted by Ray Frechette for reimbursement for: Home Depot, Fred Meyer, Silver Creek & Home Depot are copies and not legible. She will await until a submission of actual receipts is received to consider reimbursement. Payments Riverside listed for Mark Reinhardt were not due as he has been paid in full. A small fee dating back to March for Borton-Lakey will be investigated.

**Board received acknowledgment from Umpqua Bank on November 23, 2020 that they had responded to Dept. Of Labor confirming that the LTRV bank accounts were no longer blocked.**

## **OLD BUSINESS**

**Aging Report:** The Aging Report was requested from Riverside Management. An Aging Report shows a balance total of \$1602.18 due on five (5) association member lots. There is a lien on one of the properties and two properties nearing that status.

**Recalled Board Returned Items:** Very few items have been returned to Riverside or the Board by the recalled Board. Riverside Management has responded quickly to any particular requests from the current Board. One box with items from 2015, legal documents from 2007, 2 key fobs, misc. forms and bank statements and a 2011 resource for a guidance to Boards was dropped off at Riverside by the past President. Additionally, the Board finally received the contract with Wood Windows for the Pool Room.

**Management Proposals:** The Board has reviewed two prospective management companies contract proposals, in addition to the Riverside Management, typically renewable, contract. The Board feels that both of the new companies have provided a professional, informative prospectus. A motion made and approved at the November 12, 2020 Board Meeting authorized this review and ultimate choice of a management company. Also, Riverside Management has been contacted regarding the possibility of a very short term contract so that a smooth transition might take place should a replacement company be acquired.

Therefore the Board is recommending their "Required Services List" be forwarded to one of the companies so they may provide a more complete contract proposal to review.

**Borton-Lahey Law Offices:** The HOA attorneys, at the time of the Special Meeting and recall of the Directors, continues to pursue payment from the HOA for billable hours submitted after the August 27, 2020 notification of the new Board. Outstanding billable hours for Borton-Lahey that remain unpaid total \$18,333.63. This is still under review.

**Pool Room Update:** The Board feels the contract & specifications of the Pool Room project, as accepted & signed by the previous Board President with Wood Windows, and with submission of a \$12,363.18 deposit, is not ADA compliant for automatic door closures, heights/headers, etc. and was contracted without a City Building Permit that was known to be needed prior to the signing of that agreement.

**Motion:** Tracy 2<sup>nd</sup>: Kenny "Shall the Board authorize Stan Stinson, Jr. to pursue full recovery of the deposit given to Wood Windows?" Call for Vote: 4 Decision: Unanimous

**Board Liability Waiver & Owner/Renter Agreement:** There is no update on these forms at this time.

**Lift Pump Update:** What is the progress on pump inspection/repair? Stan will be dropping the pump off in Boise tomorrow. More will be known after an inspection is made and prognosis provided.

## **NEW BUSINESS**

**Newsletter:**

Christine Dolan contacted the Board and is interested in doing a quarterly Newsletter for the Web Page which would always be reviewed and edited by the Board. She has provided a sample copy which the Board reviewed. This Newsletter would be posted on the Web Page, as well as be emailed to addresses on file. Thanks to Christine for her donation of time and energy to LTRV.

**Information Committee:** Cindy Gillette has currently been working on getting our Web Page revamped. The Board feels her efforts have been well-received by the Association members. Thank you Cindy!

**Motion:** Stan 2<sup>nd</sup>: Kenny “Shall Board appoint Cindy Gillette as the Chairperson of the Information Committee with Mary Wilkinson, the Board Representative, for distributing Board approved communications?” Call for Vote: 4 Decision: Unanimous

**Office/Printing/Postage Expense:**

Accrued expense by Mary Wilkinson, Secretary, from Aug. 29, 2020 is \$387.26. All receipts were labeled and presented for review. At this time, Mary said she could waive receiving reimbursement of these expenses but the Board felt it only fair she be repaid. Treasurer, Tracy Leinen, authorized the reimbursement for these expenses. She has been provided detailed expense sheet and receipts.

**Internet Advertisements:** The Board needs to research internet advertising for RV space (camp host site). These ads should be removed as the HOA should not rent out Common Area properties.

**Vendor Contact Information:** Mary has her past contact list. Ron will update it and then copies will be provided to Caretaker & Liaison.

**Projects Lists:** These lists need updating. What’s completed, what still needs doing? Ron will update.

**Ranger:** Kenny Remior/Caretaker Liaison had reported to Board that the Caretaker, Tim Stiers, found a large chunk missing from the rear differential on the Ranger UTV. Four members of the Board inspected the damage last week. A pinion pin came loose and went through the casing. The parts priced out at \$900-\$1100. Tim could do the repair but if specialized tools were needed those would have to be purchased. Consensus was to replace the rear differential with a new unit. The Board felt mixing replacement parts with old parts would not be wise. The budget allows for repairs to equipment. A new, factory original, complete rear differential was ordered. It arrived today with total cost \$1374.99. The Ranger is a valuable asset to park maintenance.

**Hot Water Complaint/Women’s Shower:** A complaint was voiced that the Women’s Shower ran out of hot water when in use recently. There are two (2) 75 gallon water heaters for the clubhouse. In winter, low use months, one (1) water heater is turned off. This was the typical cost-saving procedure for several years. An extended (extremely long shower) use will result in finishing your shower with cold water. Additionally, that type of use would not be fair to other users of the facility. The Board advises more caution be taken when showering.

**Meeting Adjourned:** 2:45 PM by Ron Brown, President

Respectfully Submitted by:

Mary Wilkinson, Secretary