

Caldera Canyon HOA

Board of Directors Meeting – Minutes

June 26th, 2023

Call Meeting to Order: (5:00PM)

Call for additional agenda items: (None)

Approval of Minutes: June 20th, 2023 (APPROVED)

Committee Reports:

- N/A

Treasurer Report

- Yet to be prepared from the previous developer records.

Old Business:

- 4099 NHVA Status – Given that this lot is currently restricted from construction due to a “dead-end,” emergency vehicle turn-around lane running through the lot, as imposed by the City of Meridian, the Board decided it would be appropriate to delay assessing regular assessments, (dues), until such time as the lot becomes buildable. No retroactive regular assessments will accrue during this delay. The lot will be subject to all other assessments and fees. **(Motion to Approve, Second, Passed 3-0)**
- Erik Wylie and Kelli Bell parcels – These two parcels, (formerly the homestead of the original developer and subsequently sold), are located within the Caldera Canyon Plat, but, have been deleted from the Calder Canyon HOA by action of the adoption of the new CC&Rs and Bylaws by the current developer. The Board decided it would be appropriate to return the recently paid dues to the owner. **(Motion to Approve, Second, Passed 3-0)**

New Business: (For this initial meeting of the newly appointed HOA Board Members)

- Election of Board Officers – The three initially appointed Board Members volunteered to fill the Board Officer positions as follows: (Board elections will take place March 20th, 2024, at the first Annual Meeting of the Members of Caldera Canyon HOA.)

President – Megan DiNoia

Vice President – Sally Spiwak

Secretary / Treasurer – Rand Spiwak

(Motion to Approve, Second, Passed 3-0)

- Transfer of HOA Records & Appointment of Board Members – The transfer of the Caldera Canyon HOA, (CCHOA), officially took place on June 20th, 2023, by action of the developer, Shadow Mountain Homes, Inc. Records were transferred and three initial Board Members were appointed by the developer.

- Discussion: HOA Revenues – Files for the revenue documents for the CCHOA have been established.
- Discussion: HOA Expenses - Files for the expenditure documents for CCHOA have been established.
- Discussion: Banking – A CCHOA bank account has been established at Mountain West Bank in Meridian. The CCHOA Secretary/Treasurer shall sign all checks after recorded approval of either the CCHOA President or Vice President.
- Discussion: Financial Statements – Financial Statement templates have been drafted to include: the Statement of Financial Position (Balance Sheet) and the Statement of Revenues, Expenditures and Other Changes (Income Statement)
- Discussion: Budget – Budget Report template has been drafted. A partial 2023 Budget will be adopted by the Board.
- Discussion: Member Directory & Website – An Excel file of the CCHOA Member Directory has been completed and an initial website has been created and activated, (<https://CalderaCanyonHOA.org>). The website (under construction) is active.
- Discussion: Accounts/Receivable and Invoices – A CCHOA Invoice has been drafted and will be used for July 1st, 2023 dues billing.
- Discussion: Articles of Incorporation - Files for the new, official Articles of Incorporation for CCHOA have been established and confirmed with the Office of the Idaho Secretary of State.
- Discussion: Bylaws - Files for the new, official Bylaws for CCHOA have been established as none had been adopted by the original developer prior to Shadow Mountain Homes ownership.
- Discussion: CC&Rs – Files for the new, official Covenants, Conditions and Restrictions (CC&Rs) for CCHOA have been established and recorded at the Ada County Recorder's Office.
- Discussion: Idaho Annual Report – The 2023 CCHOA official Annual Report has been completed, submitted to and accepted by the Office of the Idaho Secretary of State.
- Discussion: Federal EIN – The original Federal Employer Identification Number has been updated to reflect the Secretary / Treasurer of the CCHOA as the Registered Agent and reflects the new names of the newly appointed Board Members.
- Discussion: Board Rules & Policies -Board Rules and Policies will be developed and adopted by the Board to comply with the Bylaws and CC&Rs as stated.
- Discussion: Irrigation System – The records and operating documents for the CCHOA Irrigation System have been placed in the CCHOA records.
- Discussion: Insurance – Appropriate insurance coverage for the CCHOA has been quoted and compared with other quotes. The Board selected State Farm Insurance as our carrier. **(Motion to Approve, Second, Passed 3-0)**

- Discussion: Land and Legal documents and history - Files for the land plat and historical legal documents for the CCHOA have been established.
- Discussion: Operation Manual – A CCHOA Board Operations Manual will be developed and adopted by the Board to be passed down to future Board Members and will be updated as needed.
- Discussion: Owners Handbook – A CCHOA Owners Handbook will be developed and adopted by the Board to be distributed to all Members and Tenants and will be updated as needed.
- Discussion: Fees Disclosure Statement – An Idaho Statutes required “Fee Disclosure Statement” has been drafted and will accompany the July 1st, 2023 Invoice for CCHOA dues for the second half of 2023. This Fee Disclosure Statement will be updated as needed and distributed to all Members each January as the Statutes so requires.
- Discussion: Website – A website will be developed using the GoDaddy HOA template and the URL, www.calderacanyonhoa.org) shall be secured. **(Motion to Approve both, Second, Passed 3-0)**
- Motion to Adjourn: **(Motion to Approve, Second, Passed 3-0)**

Adjourned: (6:15PM)

Next Meeting: TBA