

**The Ridge Condominium Owner's Association  
Minutes of Board of Director's Meeting  
Saturday, November 14, 2020  
Sunriver, Oregon**

**A. Call to Order**

1. Kevin Veleke, chairperson, called the meeting to order at 10:07 am. Kevin and John Hawley, board member at large, were present at The Ridge for the meeting. Aaron Egland, treasurer, Carol Viydo, secretary, and Will Del Plato, board member at large, attended the meeting via Zoom. Also in attendance at The Ridge was Gary Bell, Community Alliance. Devin Miller, Community Alliance, attended via zoom. Owners in attendance via Zoom were: Sandy Coila (Unit 1), Nanci Stauffer (Unit 1), Michael & Laura Coffman (Unit 3), Toby Vial (Unit 4), Barbara Olmstead (Unit 6), Marci Oswald (Unit 6), Ted Deck (Unit 9), Joel Paaske (Unit 9), Mount Brice (Unit 10), Ty & Misty Bettie (Unit 17), Gayle Hunt (Unit 20), Irwin Schwartz (Unit 20), Jim & Teri Becker (Unit 23), Linette O'Hanlon (Unit 24), Vic Manuelli (unit 31), Greg Seifert (Unit 37) and Tom ? (Devin to find out who this is)

**B. Confirm Will Del Plato's Appointment to Board**

1. John motioned to approve Will Del Plato's appointment to the Board. Aaron seconded the motion. Motion was carried.
2. Kevin stated the board has received and accepted Todd Pynch's formal resignation letter as he informed us he would do at the last board meeting. His letter has been placed in the Association's records.
3. Kevin stated following the September 10<sup>th</sup> Annual Meeting, the new Board met to elect officers. Kevin Veleke was elected chairperson, Aaron Egland, treasurer, and Carol Viydo, secretary.

**C. Review of Agenda**

1. Kevin asked to remove the Review of Task Tracker Items from the New Business section of the Agenda.

**D. Meeting Minutes**

1. Kevin asked to rescind the following: "...to charge the \$1,000 R45 policy deductible to R46 since the water emanated from a R46 leaky faucet left unchecked by the R46 contractor hired by R46 to replace flooring". John motioned to approve the rescindment and Aaron seconded the motion. Motion was carried.
2. With the change, the minutes from the September 18, 2020 Board Meeting were accepted by motion from John and second by Aaron. Motion was carried.

## **E. Owners Correspondence/Comments**

1. The Beckers (Unit 23) asked about an increase in cleaning fees. Aaron stated an inaccurate comment was made on Facebook.
2. Kevin was cc'd on an email from an owner to another owner regarding upper deck issues. Unit 24's deck is on the discussion stages for retrofitting this coming year.
3. An email from Unit 20 regarding their property tax assesment was sent to Gary. Unit 20 was asking if its possible to contest the unit valuations with the County. Gary stated that from prior experience, contesting property tax assessments is not a successful endeavor. Previous Boards have researched this without any success. Gary will respond to Unit 20's email.

## **F. Staff/Committee Reports**

1. Treasurer's Report
  - a. 2020 numbers year-to-date shows total cash on hand of \$195,000. The money invested with Edward Jones is now invested in three CDs with rolling maturity dates. YTD financials can be found on the owner website. Survey Monkey results (attached) were given. The Ridge Face Book page was 252 members, which is up 5% from the last Board meeting.
  - b. Aaron reported that Community Alliance will own and maintain the website and Facebook page effective January 1, 2021. Devin will be the administrator and Aaron will be the moderator.
2. Exterior Committee
  - a. Kevin has chaired this for the past two years and will eventually pass along this committee to a new board member. There was nothing new to report.
3. Managing Agent
  - a. The leak in Unit 45 & 46 was addressed. The leak originated in Unit 46 and impacted Unit 45. There is concern as how this leak was caused. The Board had thought about tendering a claim to the contractor for at first it was thought that the R45 contractor was at fault. Through further research by Community Alliance (CA) and the Board, the water was deemed to have come from a leaking pipe inside the wall and there being no known responsibility of the R45 contractor, no claim would be submitted.
  - b. CA is monitoring the new decks that were replaced last year for any leaks, etc. CA wants to make sure everything is OK with the new decks before continuing with other deck replacements in 2021.
  - c. Another continued project is the storage doors for the bicycles and the privacy screens.

- d. There was a gas leak in September and the Board asked CA to check on the gas lines in the units and make necessary repairs or replacements at a cost to the unit
- e. Any unit still having water source valves and hoses that are plastic, will be replaced by stainless at a cost to the unit.
- f. The Ridge is getting prepared for the winter months with hose bibs covered and most filters in the furnaces replaced. This will get finished this week.
- g. Housekeeping: happy with the improvements we are hearing via Survey Monkey. The staffing problems have turned around and CA paid for the owner of the cleaning company to get certified on cleaning practices and standards.
- h. Currently the hot tub is open and is being managed the same way as the pool over the summer for Covid purposes.

#### **G. Unfinished business**

- 1. Nothing to report

#### **H. New business**

- 1. Covid protocols: This is a big topic right now because the numbers have gone up. Oregon's governor, as of November 18, will bring back the mandates that were in place in March. Gary would like the board to consider for the time being to close the spa. Gary would like to adjust the weekly stays at The Ridge from seven days to six. This would give the units time to rest/refresh and give the cleaning company more time to thoroughly clean. CA would also like to stop RCI reservations in light of the fact that there is a 14 day quarantine when traveling from state to state. There was discussion on closing the hot tub on November 18. Board agreed to this. After discussion on adjusting the stays from seven to six days, it was agreed that owners can make their own decision and rentals could go to the six day model. RCI should be shut down and owners/guests can call the office if they are interested in knowing when was the last time someone stayed in the unit. Aaron suggested CA let owners know how we're dealing with this along with the state to state travel quarantine and the stopping of RCI rentals from November 18 – December 2.
- 2. Goals: The following goals, as established in 2016, were confirmed by the Board:
  - a. Communicate regularly
  - b. Be prudent in fiscal management
  - c. Govern in accordance with the governing documents
  - d. Maintain and enhance owner and guest experiences
  - e. Keep common areas in good state of repair including planning for renovations.

Also, it was confirmed by the Board to follow the previously established Board protocol that no individual Board member should respond to emails or other type of inquiries unless the chairperson and/or other Board members are aware of the situation.

**I. 2021 Budget**

1. The 2021 budget was finalized and will be published to owners within 30 days.

**J. Executive Session**

The Board was called into Executive Session at 1:40 pm to discuss Managing Agent Service Agreement, other contracts and service agreements and past due accounts.

**K. Reopening of General Session**

1. Kevin called the Board back into the General Session at 3:20 pm.
2. Aaron made a motion to approve the new 2021 budget as submitted. John seconded the motion. Motion was carried.
3. Next board meeting dates: Saturday, January 23. Kevin proposed meeting in Portland or a possible Zoom meeting. Other meeting dates are May 15, September 17 & 18<sup>th</sup>.

**L. Adjournment**

4. Meeting adjourned at 3:35 pm