

DRAFT FOR REVIEW AND APPROVAL AT
REGULAR BOD MEETING FEBRUARY 20, 2023

**CROOKED RIVER RANCH CLUB & MAINTENANCE ASSOCIATION
BOARD OF DIRECTORS
WORK SESSION
MONDAY FEBRUARY 6, 2023- 10:00 A.M.**

I. Call to Order: The meeting was called to order at 10:00 am.

II. Roll Call: It was noted that all Directors except Director Lowe were present.

III. Special Topics:

a. Regular Board Meeting Agenda Review – February 20, 2023: Addition to:

Old Business: Grant Status Update – Director Jones

Heritage House Asset Update – Vice President Erdekian

Update on Fire Abatement Grant – Director Jones

A motion to approve February 20, 2023, Regular Board Meeting Agenda was made by Director Beveridge. It was seconded by Director Wolverton. It was a unanimous decision to approve.

b. Annual Budget process Update: Ranch Manager LaPora provided a new updated calendar for the BAC committee. Thanks to the BAC committee and Ranch Staff, all work has been completed. The abbreviated schedule includes a presentation to BOD during the next Regular BOD meeting and a second read and adoption at the March Regular Board Meeting.

c. CRR Website Update and AFE #281 -: This item was moved to the Executive Session for contract discussion and will be moved back to open session for final decision.

d. RV Park Reservation System Update: Director Beverage along with RV Park Supervisor Wagoner met with and reviewed two companies' reservation systems and determined that Firefly best met their needs. There is no initial cost to install Firefly and it can be terminated at any time. A motion to approve Firefly Reservation System for the RV park was made by Vice President Erdekian. It was seconded by Director Randall. It was a unanimous decision to approve.

e. RV Dump Station: General Maintenance Supervisor Knoke reported that the alarm system for the tanks have been installed and the dump pad has been poured. The plumber will be there 2/20/23 to complete the wash out system. A credit card system is being installed to accept payments for use.

f. Heritage House Electrical and Mini Split Update: General Maintenance Supervisor Knoke reported that the Mini-split has been installed and is working. The 2022/23 FY CRP needs to be adjusted to show the purchase of the Mini-Split this year and re-adopted by the BOD. He is also waiting on bids from contractors for electrical issues. A meeting is going to be held with General Maintenance Supervisor Knoke, members of the Board and the Senior Group to do a walk-through of the Heritage House. A grant may be a possibility to assist with payment for upgrading the electrical system. A motion to have Director Jones start work on the grant application was made by Director Randall. It was seconded by Secretary Dries. It was a unanimous decision to approve.

g. Proposed Snack Shack Rental: Ranch Manager LaPora reported that a new tenant for the Snack Shack is coming on board. She is currently working with Randy Knight to tentatively be the new tenant.

h. A/R Log:

#1 Comments: Grant decision will be end of February. A new abatement plan by area has been started.

#2 & 3 Comments: No change 2.6.23

#4 Comments: Fencing has been completed. Convex needs to have warm weather in order to paint.

#5. Comments: M Knoke waiting for bids from three electrical contractors. The BOD is looking at gathering funds from several additional resources. An electrical load study will be completed.

j. Reminder: BAC Budget Presentation – February 20, 2023, during the Regular Board Meeting.

IV: VOTE TO ADJOURN TO EXECUTIVE SESSION TO DISCUSS PERSONNEL ISSUES. (ORS 94.640 7 (a))

A motion to adjourn to Executive Session was made by Director Randall. It was seconded by Director Beveridge. It was a unanimous decision to approve.

Adjourned to Executive Session at 11:19 am

Executive Session called to order at 11:30am

Executive Session adjourned at 12:11pm and Open Session re-opened at 12:13pm. Director Randall made a motion to approve AFE #281 to initiate a contract with CivicPlus (Option four on Analysis) for the design, build, implementation, training and ongoing support and maintenance of the new Crooked River Ranch website. Motion was seconded by Director Beveridge and approved unanimously.

Director Jones made a motion to adjourn the Work Session at 12:15pm. It was seconded by Secretary Dries and approved unanimously.