

BOARD OF DIRECTORS MEETING MINUTES

Date: Friday – September 8, 2017
 Time: 9:30 am
 Location: MAC Club

DIRECTORS PRESENT:

EXECUTIVE DIRECTOR: Laura McDermott (Yes)

DIRECTORS:	Yes/No	DIRECTORS	Yes/No
Andrea Klopfenstein	Yes	Laura Hall	Yes
Angela Shinn	Yes	Sara Eanni	Yes
Barb Casey	Yes	Wes Finchum	Yes
Connie Plowman	Yes – via phone		
Jason Grosz	Yes		

1. Meeting called to Order at 9:32 am
2. Approval of Meeting Minutes
 - a. Board Meeting Minutes of August 11, 2017 – Approved
3. CED Report
 - a. Focus is on Sponsorship packet
 - i. Action item: Provide input to Laura McD by End of Day, September 12 (All)
4. Treasurer’s Report
 - a. Items reconciled – checking account
 - b. Items not reconciled – credit card & Mutual of Omaha
 - c. Reviewed income statement and delinquency report
 - d. Investigating a few outstanding invoices
 - e. Concentrating on gaining understanding of history and “tracking forward”
 - f. Information for income and expenses goes to Laura McD first, then to the Treasurer
 - g. October Board Meeting: Approve 2018 budget
5. Committee Reports
 - a. Events:
 - i. Golf tournament – conduct debrief
 - ii. Casino night – discuss at next meeting
 - b. Marketing:
 - i. Summer magazine – published
 - ii. Fall magazine: Targeted to be done by Oct 1 (on schedule)
 - c. Membership
 - i. Upcoming roundtable – September 20
 - ii. Interest has been expressed for sponsorship at Roundtables – Consider small banner, coffee/cookies, sign, pens/paper. \$400 for the full year. One sponsor only. Sponsors all 4 roundtables.

- d. Education
 - i. See page 10 of Sponsorship packet for 2018 topics
 - ii. Planning a 4-part series – same coordinator, different panelists
 - iii. Coast event – Committee needs to do the research on expenses
 - Action item: Angie, Wes, Laura McD to meet next week to discuss
- e. CA Day
 - i. Budget submitted
- f. Sponsorship
 - i. Sponsorship packet – Committee chairs need to review to make sure revenue and “freebies” are aligned
- g. LAC
 - i. See attached report
- h. Welcome Committee
 - i. Needs to hold meeting and select new Chair
- i. Awards
 - i. Email has been sent requesting nominations for awards

OLD BUSINESS:

- 6. Revenue Generation Ideas – Guidelines: Will discuss another time.
- 7. Committee Operational Policy
 - a. Each committee has a Charter
 - b. Concern about changing Committee Chair each year
 - i. Discussion points:
 - Provides an opportunity for develop future Board Members
 - Not “one size fits all” – depends on the committee
 - Provides an opportunity for leadership development
 - Provides an opportunity to rotate positions (annual elections for Chair)
 - Consider an “Immediate Past Chair” position (for mentoring incoming Chair)
 - Committee picks their own Chairperson
 - There may be qualifications and/or experience needed for certain positions
 - c. Motion made and seconded to adopt Board Policy (“CAI Oregon Committee Operational Policy for all Committees”) with changes outlined by Barb – Approved (see attached)

NEW BUSINESS:

8. Sponsorship Packet
 - a. Revenue analysis and suggestions discussed
 - b. Action item: Meet to review packet in detail (Sara, Barb, Laura H., Laura McD)
 - i. September 12, Tuesday, 9:00 am, ABI Office

9. Budget Update
 - a. Will have at next meeting

10. CED Retreat
 - a. Laura McD attending
 - b. Expenditures: Up to \$500 approved to reimburse for airfare. Lodging to be shared with another CED.

11. Next Meetings
 - a. Special Board Meeting – **Wednesday, September 20, 2017**
 - i. Start time: 9:00 am. ← **NOTE START TIME**
 - ii. CAI Office
 - iii. Purpose: Approve sponsorship packet, review financials, approve bylaws

 - b. Regular Board Meeting – **Friday, October 13, 2017**
 - i. Start time: 9:30 am ← **NOTE START TIME**
 - ii. MAC Club, followed by October luncheon

12. Meeting adjourned at 11:10 am.

Respectfully Submitted,
 Connie Plowman
 CAI-OR Secretary

SUMMARY OF ACTION ITEMS:

	Action Item		Assigned To	Due Date
1	Sponsorship Packet: Provide input to Laura McD		All	Sept 12
2	Research costs of a Coast Event	With Angie and Laura McD	Wes	Sept 15
3	Analyze sponsorship packet	With Sponsorship Committee	Sara, Barb, Laura Hall, Laura McD	Sept 12
4	Ideas/sponsorship ads for magazine		All	Oct 13

LEGISLATIVE UPDATE
June 22, 2017

THANKS TO RICH ON ALL

House Bill 3056 – Lien Fix

Relating to liens; creating new provisions; and amending ORS 94.709 and 100.450.

Prevents extinguishment of lien upon entry of judgment in action to recover unpaid planned community or condominium assessment.

Chapter 110, 2017 OR Laws: Effective January 1, 2018

Thanks: Tim and Ashley

House Bill 3057 – Reserves & Financial Statements

Relating to shared finances; creating new provisions; and amending ORS 94.595, 94.670, 100.175 and 100.4.80. *Below is unofficial.*

Increases period from 180 days to 300 days after the end of the fiscal year that an association of a condominium or a planned community with annual assessments exceeding \$75, 000 has to cause the required financial statement to be reviewed by an independent certified accountant licensed in the State of Oregon in accordance with the Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

Increases period from 180 to 300 days to cause the required financial statement to be reviewed in the manner described above after the board of directors receives the petition requesting review signed by at least a majority of the owners of an association of a condominium or planned community with annual assessments of \$75,000 or less.

Clarifies reserve account is not required if the association has no responsibility under the declaration or bylaws to maintain repair or replace any property for which a reserve account is required.

Provides board of directors of a condominium association or homeowners association of a planned community when annually conducting a reserve study or reviewing and updating an existing study to determine reserve account requirement must consider:

- The starting balance of the reserve account for the current fiscal year;
- The estimated remaining useful life of each item for which reserves are or will be established, as of the date of the study or review;
- The estimated cost of maintenance and repair and replacement at the end of the useful life of each item for which reserves are or will be established;
- The rate of inflation during the current fiscal year; and
- Returns on any invested reserves or investments.

Chapter 111, Oregon Laws 2017: Effective January 1, 2018

Thanks: Dave & Rich T.

House Bill 3059 - Transfer Special Declaration Rights

Relating to special declarant rights; creating new provisions; and amending ORS 94.623 and 100.220.

Precludes right of recovery by transfer of special declarant rights to interest in condominium or planned community.

Permits transferor to recover transferred special declarant right in condominium or planned community only by subsequent qualifying instrument.

Chapter 112, Oregon Laws 2017: Effective January 1, 2018

Thanks: Greg

SB 838: Timeshare Fix

Relating to timeshares; creating new provisions; and amending ORS 94.803, 94.807, 94.826 and 94.873.

Excludes persons who are not developers of timeshares from compliance with certain provisions governing timeshares.

Chapter 354, Oregon Laws 2017: Effective January 1, 2018

Thanks: Karna

HB 2722: Drought Bill

Relating to governing documents of housing associations; creating new provisions; amending ORS 94.550, 94.572, 94.630, 94.671 and 100.005; and **declaring an emergency**.

Prohibits enforcement of condominium irrigation requirements by association of unit owners following finding or declaration of existing or likely drought conditions or adoption of certain rules by association.

Prohibits enforcement of irrigation requirements by homeowners association following adoption of certain rules by association

Permits association of unit owners and homeowners association to adopt rules that require reduction or elimination of irrigation or that permit or require replacement of existing turf with xeriscape.

Defines terms and reorganizes certain provisions within each statutory series.

Declares emergency, effective on passage.

PASSED: - Gov. Signed: Effective June 22, 2017

Thanks: Initially Gene & Rep. McLain and Vial

HB 2111: Solar Panels

Relating to solar access for residential real property. *At the request of Jerry Weinert.*

Prohibits inclusion of provisions prohibiting installation and use of solar panels for obtaining solar access in declaration or bylaws of **planned community**.

Chapter 282, Oregon Laws 2017: Effective January 1, 2018

NO POSITION

HB3447: Child Care Facilities

Relating to the use of real property for child care; creating new provisions; and amending ORS 93.270, 94.550, 94.630 and 100.005.

Prohibits provision in instrument conveying real property that restricts use of real property as certified or registered family child care home or as premises of exempt family child care provider.

Prohibits enforcement of condominium or homeowners association prohibition or restriction of use of unit as certified or registered family child care home or as premises of **exempt family child care provider**.

Does not apply if the unit shares a wall, floor or ceiling surface in common with another unit.

Does not apply to planned communities or condominiums that provide housing for older persons. As used in this paragraph, "housing for older persons" has the meaning given that term in ORS 659A.421.

Applies to instruments conveying fee title to real property executed, and provisions of governing documents and guidelines adopted, on or after effective date of Act.

Chapter 221, Oregon Laws 2017: Effective January 1, 2018

Thanks: Jason Grosz & John Gibbon (Greg SB 470)

LEGISLATIVE DEADLINES
House Concurrent Resolution 17

June 2, 2017: Committees of the Senate and House of Representatives **shall close no later than June 2, 2017**. This paragraph does not apply to the Joint Committee on Ways and Means, other joint committees, Senate Committee on Finance and Revenue, House Committee on Revenue, Senate Committee on Rules and House Committee on Rules.

Comment: This means that there are no hearings or work sessions (when a committee takes action) on any bill except in the above committees.

July 10, 2017: Constitutional Sine Die (ADJOURNMENT)

**Under certain circumstances the legislature may vote to extend session*