

# **LCICOA BOARD MEETING**

## **Saturday, Oct. 9th, 2021**

### **Meeting Minutes**

#### **1. Call To Order**

John Jaworski, Board chair called to order the regular meeting of the LCICOA at 11:00am on October 9th, 2021 at the Secret Garden. All Directors were present and a quorum was established:

John Jaworksi, Board Chair; Ted Gillette, Vice President; Collin Strassenburgh, Treasurer; Mike Schroeder, At-Large

The following community members were also present for some or all of the meeting: Susan Burnett-Hampton; Itzi Camio; Kim Knowlen; Pat Knowlen; Calvin Lacedra; Sherrie Schroeder; Larry Semerikoc; Lou Shepard

#### **2. Board Zoom Meeting Minutes July 24, 2021**

Motion made by Mike to approve the July 24, 2021 meeting minutes; seconded by Collin and approved unanimously.

#### **3. Review Sept 2021 Financials**

Collin gave a quick summary of the 2021 Budget to Actual and indicated that there were no delinquent HOA or special assessment dues. All accounts are either within budget or under budget with the exception of the septic account which is \$3K budget, offset by the Sterling Management fees which are \$3k under budget for the year. All other accounts are in line with where they should be year to date.

#### **4. Draft 2022 LCICOA Budget**

John went over the draft 2022 draft budget by line item. Highlights included:

- Discussion to put a camera on the community trash bin at the end of the parking lot.

**Ted motioned to have the ARC committee install the camera on the trash dumpster. Mike seconded. Approved unanimously**

- General liability insurance policy to increase \$751 in 2022 to \$2400. See “Other Business” in Agenda item 7 below for further discussion.

**Mike motioned to send out the draft budget to the community. Ted requested to amend the motion to vote after the insurance discussion in “Other Business”. Mike agreed and the Board voted unanimously to table the vote until the end of the meeting. Approved unanimously via email vote subsequent to Board Meeting.**

## **5. ARC/CARC Committee Recommendations**

Collin went over all ARC & CARC recommendations as they relate to individual cabin owner responsibility as well as common area fire preparedness. There was discussion as to whether the committees and Board should implement recommendations or mandates. Ted posed the idea of a Fire Prevention Day in which the community comes together on a day to tackle the checklist for the common area fire preparedness items.

**Ted motioned for a 10 minute recess for the CARC and ARC to determine final recommendations. Collin seconded. Approved unanimously.**

The Board reconvened at 12:47pm. The CARC/ARC made the following final recommendations to the Board to be **required** by all cabin owners prior to next fire season. Fire season indicated by fire risk level changing from low to moderate:

1. Roofs and gutters need to be clear of all flammable materials during fire season.
2. Each cabin must have a 3ft perimeter of dirt and/or other non-flammable material
3. BBQ grills: clean grill grease traps on a regular basis. Grill must be placed at least 3ft away from structure and be placed on a non-flammable surface.
4. Fire extinguisher: All cabins are required to have a fire extinguisher in good working order and within 6 ft of grill
5. Keep plantings within each individual cabins landscape perimeter trimmed away from structure and well- watered during fire season .
6. Keep lattice-surround (if applicable) and under cabin clear of flammable material

**Ted motioned to accept the CARC and ARC recommendations. Mike seconded. Approved unanimously.**

## **6. Sign regulations**

John shared the current sign regulations in the bylaws. Any new sign requests need to be approved by the Board and sent to the LCICOA email @ [logcabininnor@gmail.com](mailto:logcabininnor@gmail.com).

## **7. Other Business**

a) Vacant Board position: no nomination or volunteers at this time.

The Board agreed to leave the position open for volunteers until the Annual Meeting.

b) LCICOA Insurance

Mike discussed the need for the LCICOA general liability coverage to increase from \$1M to \$2M. The Board discussed that \$1M is not sufficient to cover any potential risk of an accident either in the river or on the LCICOA property. Ted shared that there appeared to be increasing cost and risk to the community from renters with no benefit to the LCICOA and that the financial impact of rentals may be something for the Board to consider in the future.

**Mike motioned to increase umbrella policy from \$1M to \$2M for \$751 and change the agent of record to Andy Miller with PBC Insurance in Eugene.**

**. Collin seconded. Approved unanimously.**

There was discussion around the complication should a claim arise in the future with the garage rows having several owners and insurance carriers. Ted offered to speak to legal counsel about possible solutions.

Mike reminded the Board that the bylaws require the LCICOA to have a copy of each individual cabin owner's insurance declaration page and offered to review all declaration pages.

**John motioned to require each individual cabin owner to submit their insurance declaration page to Mike Schroeder @ [sherrieschroeder88@gmail.com](mailto:sherrieschroeder88@gmail.com) for review. Seconded by Collin. Approved unanimously.**

c) **Water pump**

John has received quotes for a second water pump for the community and asked the Board whether the maintenance reserve should be used to purchase an additional backup water pump. Cost estimate is \$4k - \$5k.

**Mike motioned for the Board to purchase the backup water pump using the maintenance reserve. Ted seconded. Approved unanimously.**

### **8. Future Annual Meeting**

Next meeting will be the Annual meeting. Date and location TBD pending location availability. Collin to check with St. Benedict's on North Bank Road to see if their conference room can be secured for either November 13<sup>th</sup> or 14<sup>th</sup>.

**Ted motioned to have the meeting in person rather than via zoom. Mike seconded. Approved unanimously.**

### **12. Adjourn**

John adjourned the meeting at 2:05pm.