

**Riviera West Mutual Water Company.
Board of Directors' Meeting
Friday, September 19th, 2008
Held at Riviera West Clubhouse**

MINUTES

- I. CALL TO ORDER:** The Meeting was called to order at 6:12 PM by Vice President Dave Worswick.
- II. ROLL CALL:**
Board Members present:
 Vice President – Dave Worswick
 Treasurer – Linda McPherson
 Secretary – Jan Worswick
 Director – Barb Curtis
Board Members not present:
 President – Jim Snodgrass
- III. CONSENT CALENDAR**
Minutes – Motion M/S/C to approve the July 18, 2008 minutes.
- IV. COMMITTEE REPORTS:**
Officer Reports:
 Vice President (Dave Worswick): Dave reviewed the current status of the Water Plant Upgrade Project, announcing that we have now gotten all of the primary and secondary estimates for engineering and construction and we are only days away from a comparative RFP loan package selection. Dave also advises that the issue of formalizing legal, contracted water service with the non-Community residents adjacent to the Water Plant will be undertaken as soon as we have a final easement footprint established. As an integral component to the Upgrade Project, this information will be submitted to our attorney, to draw up the necessary contracts and documentation.
 Treasurer (Linda McPherson): Linda reviewed the various current account balances and updated us on the progress of her ongoing delinquency collections. Director Barb Curtis passed on advice she'd received from *her* Financial Planner to "immediately move all monies in access of \$100,000K" from Umpqua Bank to other institutions, to protect our assets in the face of the FDIC's cap. Linda will do this ASAP.

- V. OLD BUSINESS:** Dan Krause requested his hope that the MWCo. Board keep him 'in the loop' concerning the Upgrade Project. Dave Worswick reviewed the seasonal 'Winter prep' maintenance being done throughout the Community. Linda McPherson reviewed the new Company Collection Policy, as prepared by our attorney. Karl Hoenke suggests, following the recent Buckingham home fire, that we re-establish the "Emergency Call List", so that we have a system in place to notify residents of an imminent danger.
- VI. NEW BUSINESS:** Linda advised those present of our Administrator, Betsy Phillips', resignation and of our new Administrator, Katy English', hiring and compensation package. Nona Krause requests that we get bids and clean up the Association-owned lots throughout the Community, as we are holding private lot owners to a very high fire-safe standard.
- VII. OWNERS' FORUM (3 MINUTES PER OWNER):** Various Home Owners requested information/clarification from the Board and an informative, multi-faceted discussion ensued. Greg Curtis graciously thanked the volunteer Board Members for the *many* hours they have been giving to managing the Company, on behalf of the Shareholders.
- VIII. NEXT MEETING:** Friday, November 21st, 2008.
- IX. ADJOURNMENT:** Motion M/S/C to adjourn at 7:10 PM.

Respectfully submitted,
Jan Worswick