

**COAST VILLAGE PROPERTY OWNERS CORPORATION  
BOARD OF DIRECTORS MEETING  
APPROVED MINUTES  
November 15, 2014**

**CALL TO ORDER at 10:12 a.m., Saturday November 15, 2014**

**A QUORUM WAS PRESENT:** Robert Keith Davidson, Larry Ames, David Wood Ila Mae Robinson. Four of seven Board members is a Quorum per CVPOC Bylaws.

**Membership Input on Agenda Items:** There was no membership input to the Agenda. Posted Agenda stands with additional items under Good of the Order.

**Adoption of Agenda: Motion by David Wood, second by Larry Ames to accept Agenda. Motion passed unanimously.**

**Executive Session:**

**Reading of the Minutes:** The Minutes for the Board Meeting on October 18, 2014 were read by Carlla van de Vyver. Ila Mae Robinson made a MOTION to accept the minutes as read. Second by Larry Ames. Discussion with a change of time from 12:45 to 12:15 for a break. A MOTION was made by Larry Ames and seconded by Ila Mae Robinson to accept the Minutes as amended. Passed unanimously.

**Action Without a Meeting:** Three Actions Without a Meeting were read by Robert Keith Davidson.

- 1. November 4, 2014: Coast Village Property Owners Corporation offers \$13,000.00 to Iola Michaelis, legal owner of #75 Outer Drive to purchase property as is. The Board authorizes Carlla van de Vyver to contact owner to make offer with authorization to go to \$15,000.00. 4 Yea, 2 Absent**
- 2. November 5, 2014: Coast Village Property Owners Corporation has made an offer of \$15,000.00 to Iola Michaelis, legal owner of #75 Outer Drive to purchase property as is. The offer has been accepted. This Action is to authorize Robert Keith Davidson to go to Cascade Title and proceed with the transaction. 4 Yea, 2 Absent.**
- 3. October 20, 2014: The Board of Directors hereby revises the Coast Village Employee Policies and Procedures to reflect changes to Oregon Statutes. This change is: Full time employees are required to work for 60 continuous days in order to be eligible for CVPOC's health care stipend. 4 Yea, 2 Absent.**

**Treasurer's Report:** The Treasurer's report was read by Treasurer, Ila Mae Robinson. Larry Ames made a MOTION to accept the Treasurer's report as read. David Woods seconded. Passed unanimously.

### **Committee Reports:**

Activity Committee: The Activities report was presented by Carlla van de Vyver.

Architectural Review: No report

CC&R'S & By-laws: Ila Mae Robinson read her written report regarding the trip to Vial Farthingham's offices to review process for a CC&R revision. This revision needed to update the CC&R's with various Oregon statutes and Florence's Title 10, Chapter 29 as well as making changes regarding the removal of all contradictory references.

- **Communications:** No Report
- **Financial Management:** See the Treasurer's report
- **Personnel:** No report
- **Rental:** No report
- **Neighborhood Watch:** No report
- **Elections:** Ila Mae Robinson reported that a there was no response to the request for applicants to serve on the Board to replace the vacancy
- **Maintenance Report:** Robert Keith Davidson read the Maintenance report

### **Old Business:**

- **CC&Rs:** MOTION by Ila Mae Robinson to grant the President of the Corporation authority to enter into a contract with Vial Farthingham for the express purpose of updating the CVPOC CC&Rs and Bylaws. Said revised documents to be placed before the general membership for acceptance. Larry Ames seconded. 4 Yea, 2 Absent. Passed.

- **Encroachments into the Greenbelt:** Discussion regarding the encroachments into the greenbelt. Review of the Vial Farthingham attorney's recommendation that CVPOC Grandfather in all encroachments found during the lot surveys completed by the ARC. **MOTION by Ila Mae Robinson to approve CVPOC Attorney's recommendation to "Grandfather" Green belt encroachments. David Wood seconded. 3 Yea, 1 No. MOTION passed. Robert Keith Davidson will send out a letter to each lot owner defining the Grandfathering of the encroachments. This does NOT eliminate the requirement of a greenbelt.**
- **Water Meters:** **MOTION by Ila Mae Robinson and seconded by Larry Ames to install water meters this fiscal year at Clubhouse, Laundry and Satellite bath. After discussion, David Wood requested a cap of \$3000.00 be added to the MOTION. MOTION by Ila Mae Robinson and seconded by Larry Ames to add the cap. 4 Yea, 2 Absent. MOTION passed.**
- **Speed bumps in the park.** After lively discussion the BOD decided to defer discussion of speed bumps to the next Annual meeting. The original decision regarding speed bumps was a vote at an annual meeting. Therefore, this discussion needs to be held at an Annual meeting.
- **Satellite Bath:** **MOTION by Ila Mae Robinson to repair and reopen the satellite bathroom by June 1, 2015. MOTION amended to include a \$4,000.00 cap. 4 Yea, 2 Absent. MOTION approved.**
- **Sauna:** Lively discussion regarding the repair of the sauna. **Dave Wood made a MOTION to go forward with repair with a \$4,000.00 cap on repair. Second by Larry Ames. 4 Yea, 2 Absent. MOTION approved.**

**BREAK: 12:00 – 12:15**

**New Business:**

After review of the "Request for Approval of a Fence" that was approved and recommended by the Architectural Review Committee the BOD approved the fence on Section 9, Lot 14.

- **MOTION by Ila Mae Robinson and seconded by Dave Wood, to move \$5700.00 from the Reserve Account into the Operating Account to replace funds spent for deposit for the pool resurfacing. 4 Yea, 2 Absent. MOTION approved.**

**Executive Session:** Executive Session called at 13:20 to discuss personnel issue. Reconvened at 13:30.

- **MOTION by Ila Mae Robinson, seconded by Dave Wood to approve giving a Christmas bonus to staff with the pay period of the 20<sup>th</sup> of December. 2 Yea, 2 Abstain, MOTION approved.**
- **MOTION by Ila Mae Robinson, seconded by Dave Wood to give yearly increase to one office staff effective PP 12/15/14. 4 Yea, 2 Absent, 1 Abstain. MOTION approved.**

**Good of the Order:**

- **MOTION by Ila Mae Robinson, seconded by Larry Ames to replace the gate on the West side this fiscal year with a Chain Link gate. 4 Yea, 2 Absent. MOTION approved.**
- **MOTION by Ila Mae Robinson, seconded Larry Ames to paint floors of clubhouse and post office bldg. with non-skid paint this fiscal year. 4 Yea, 2 Absent. MOTION approved.**
- **MOTION by Robert Davidson, seconded by Larry Ames as follows: The BOD approves a payment to Robert Davidson, President of CVPOC, to compensate for the tax difference caused by his returning of CVPOC payments recorded as income. Said payment to be the difference of taxes owed between non-payment and payment of income returned to CVPOC in the form of a gift. 3 Yea, 1 Abstain. MOTION approved.**
- **MOTION by Ila Mae Robinson, seconded by Larry Ames to authorize Robert Keith Davidson to represent CVPOC at the 11/24/14 Court hearing regarding vehicle repair for gate damage to a car. 3 Yea, 1 Abstain. Motion approved.**
- **MOTION that all Mopeds already approved in the Rules and Regulations and Moped Policies and Procedures be applied to this modified bike owned by Lot 26. Insurance and/or registration is required. 3 Yeas, 1 Abstain. MOTION approved.**
- **MOTION by Robert Keith Davidson to go out for a “Park Manager” and to change the title of the job description from “General Manager” to “Park Manager”, generate an ad and have the full job description posted to the CVPOC website. Second by Ila Mae Robinson. 4 Yea. MOTION passed.**

- **MOTION by Robert Keith Davidson to rescind previous BOD decision as stated in the October 2014 approved minutes as follows:** “Dead tree removal on Lot. Discussion surrounding letter of complaint requesting BOD action on a dead tree on vacant lot. After discussion it was decided that Robert Davidson will send a letter to lot owner requesting he remove a dead tree per 5.9 in the bylaws regarding safety.” **Larry Ames seconded. Discussion followed. 4 Yeas. Motion passed.**
- **MOTION: Ila Mae Robinson moved and Larry Ames seconded to appoint Diana Wolf to fill the empty Director position because no Declarations were returned by the deadline. This term begins immediately and ends July 2015. MOTION passed unanimously.**

Discussion regarding lot #75, Corporation may withdraw from offer on lot 75 due to liens on property. Robert Keith Davidson will investigate further.

Correspondence: Two letters were read. **ACTION:** Robert Keith Davidson called the Richard Franklin of 97 Outer Drive regarding the letter received and responded to his questions regarding greenbelt rules. **ACTION:** A letter from Pat Rongey regarding a large painting that was hung in the clubhouse. After discussion and a review of the painting the BOD agreed that the painting was appropriate for hanging and thanked the artist for his donation.

Discussion regarding owners in the Park directing other owners regarding rules and regulations. The BOD stated that this was not appropriate behavior. There is a procedure to follow if an owner feels another owner is not following Park rules. That procedure was reviewed. Robert Keith Davidson will send out a letter to all owners regarding this issue to clarify the procedure.

**Adjournment: MOTION by Larry Ames and seconded by David Wood to adjourn. 4 Yea, passed unanimously. Adjourned.**