

**COAST VILLAGE PROPERTY OWNERS CORPORATION
BOARD OF DIRECTORS MEETING
APPROVED MINUTES
April 17, 2015**

CALL TO ORDER at 10:08 a.m., Saturday APRIL 17, 2015

A QUORUM WAS PRESENT: Robert Keith Davidson, Larry Ames, Roger Emigh, Diana Wolfe-Newman, Ila Mae Robinson and Elizabeth Anderson. David Wood absent.

Membership Input on Agenda Items: No Membership items submitted.

Adoption of Agenda: Motion by Ila Mae Robinson, second by Larry Ames to accept Agenda. **Motion** passed unanimously.

Reading of the Minutes: The Minutes for the Board Meeting on March 18, 2015 were read by Carlla van de Vyver. There was a name correction in minutes. Change "Roger Ames" to Roger Emigh. Larry Ames made a **MOTION** to accept the minutes as amended. Second by Roger Emigh. **Passed unanimously.**

Maintenance Report: The Maintenance Report was read by Robert Keith Davidson. The report contained information on:

Gate Upgrade
Lot 75
Sauna
Signage
Speed Bumps
Flag Pole
Report is attached.

Treasurer's Report: The Treasurer's report was read by Treasurer Ila Mae Robinson.

Park Operations Report: The Operations report read by Park Operation's Manager, Carlla van de Vyver.

Committee Reports:

- **Activity Committee:** No Activities report.
- **Architectural Review:** Report presented by Roger Emigh. Meeting of 3/26, 4/9. Lot 142: Fence down GB line approved, Board to consider it at April meeting. Lot 148: Deck in back yard, approved, permit issued. Lot 26: Plant 3 trees between fence and pavement, approved, permit issued.

- **CC&R'S & By-laws:** No report at this time.
- **Financial Management:** See the Treasurer's report
- **Personnel:** No report
- **Rental:** No report
- **Neighborhood Watch:** No report
- **Elections:** Request by the Elections Chair, Ila Mae Robinson to the Board to approve the mailings for the annual election.

Old Business:

- **CC&R Update:** We have received one bill on the CC&R work from Vial Fotheringham. Robert Keith Davidson is following up with them.
- **Park Manager:** Announcement that Carlla van de Vyver has been hired as the new Park Operations Manager.
- **Lot 75 update:** Lot 75 is ready to be sold. **MOTION** by Robert Keith Davidson and seconded by Ila Mae Robinson. Motion for sales price be set on lot 75 at 35,000.00 which will include a \$2,500.00 credit towards electrical conversion. Passed unanimously.
- **Fences along property lines:** After intense discussion it was decided property line fences will be considered on a case by case basis as recommended by our letter regarding the subject from Vial Fotheringham.
- **MOTION: Green belt requirements on side and rear property lines.** Roger Emigh made the motion and Ila Mae Robinson seconded as follows:
- **MOTION:** The green belt requirements shall apply to all side and rear property lines regardless of whether they adjoin another lot or a road. Lot owners with side or rear property lines that adjoin roads continue to be granted driveway access through such greenbelts under CC& R 10.2.A "Driveways are excluded".

This MOTION was tabled.

- **Add a charge to rentals: MOTION:** Robert Keith Davidson made the **MOTION** to impose a rental changeover fee of \$35.00 to cover administration costs to CVPOC. Ila Mae Robinson seconded. One abstain, four yea. **MOTION passed.**

Break from 12:00 PM – 12:07 PM

Action Without a Meeting: Four Actions Without a Meeting were read. **4/6/15 Action:** The Board of Directors hereby authorizes the Corporation's President to hire Carlla van de Vyver as the Corporation's Park Operations Manager. Salary and benefits to be as previously approved by the Board through an Action Without a Meeting. Passed unanimously. **4/2/15 Action:** Approval of the Park Operation Manager's salary. Passed unanimously. **4/2/15 Action:** Approval of Park Operation Manager's job description. Passed unanimously. **3/28/2015 Action:** Rescinding of requirement for Park Manager to live outside of the Park Property. One abstain, Four Yea, One Absent. Motion passed.

New Business:

- **All-Terrain Vehicles on CVPOC Property. MOTION** by Robert Keith Davidson and seconded by Larry Ames to develop policies and procedures for operation of All Terrain Vehicles in the Park. After lively discussion on options it was decided to **table the MOTION** until more information could be obtained.
- **Bonding of Office Staff. MOTION** by Robert Keith Davidson and seconded by Ila Mae Robinson to bond the Park Operations Manager. Approved unanimously.
- **Electrical Update:** Vial Fotheringham responded with an Opinion Letter dated 4/17/15 regarding CVPOC providing electrical service to owners. It was the opinion of VF that we do not appear to have a legal duty to continue to provide service in perpetuity. Letter attached. **MOTION** by Roger Emigh and seconded by Ila Mae Robinson that pushes back the deadline for changing electrical from CVPOC service to PUD to January 1, 2017 and to increase the base charge to CVPOC customers to the same base charge as PUD. This would allow more time for Habitat for Humanity conversions to take place. **MOTION** passed. Vote: One abstain, One no, 4 Yea. As of June first the electrical base charge will be increased to \$18.00.
- **#2 Pump Station retrofit (planning). MOTION** by Robert Keith Davidson and seconded by Ila Mae Robinson to go out for bids to retrofit Pump Station #2 in the 2015 Fiscal year. Passed unanimously.
- **Extension of pool access and use.** After discussion around requests from the owners in the park regarding pool usage the following was agreed. The pool will open in May and end in October, weather permitting. Hours will be 8:00 – 11:00 a.m. for Adult Swim, 8:00 p.m. – 9:00 p.m. Monday thru Friday. Open Swim Saturday and Sunday 8:00 a.m. – 9:00 p.m. Open Swim Monday thru Friday 11:00 a.m. – 8:00 p.m. Open Swim will be extended during summer if Adult Swim is not being utilized in the evening slot.

- **Motion** by Ila Mae Robinson and seconded by Robert Keith Davidson to transfer \$9,000.00 from the Reserve Account to the Operations Account. This is the deposit for the gate replacement. Approved unanimously.

Correspondence: A letter was read from Mr. Tilton of Lot 15 Village Street dated March 30, 2015. His concerns have been responded to appropriately.

Good of the Order:

- **CVPOC Directory: MOTION** by Robert Keith Davidson, seconded by Ila Mae Robinson to suspend Park Directory Production because of HIPAA Regulations – privacy issue. Motion passed unanimously
- **Pool Cover:** Discussion regarding a new pool cover spindle set-up to replace current system. **MOTION** by Robert Keith Davidson and seconded by Ila Mae Robinson to purchase a pool cover spindle set-up to replace current system. Not to exceed \$500.00. Passed unanimously.
- **Donuts for monthly meetings: MOTION** by Robert Keith Davidson, seconded by Larry Ames to purchase refreshments once per month for Board meetings with a limit of \$25.00. Passed unanimously.
- **Elections: MOTION** by Ila Mae Robinson and seconded by Larry Ames to mail declaration forms for BOD and President. Passed unanimously.
- **Flagpole: MOTION** by Robert Keith Davidson, seconded by Larry Ames to increase financial limit on flagpole to \$1400.00. Passed unanimously.

Discussion on Lot #11 regarding usage. Should this lot be converted as a rental for living or continue using as parking? Suggestions for a fenced dog park area were discussed. Tabled until the lot becomes available. It is currently rented for parking.

Adjournment: MOTION by Elizabeth Anderson and seconded by Diana Wolf-Newman to adjourn. Passed unanimously. Adjourned at 1:45 P.M.