



COAST VILLAGE REPORTER

SEPTEMBER 2012

COAST VILLAGE PROPERTY OWNERS CORPORATION
131 Rhody Loop, Florence, OR 97439 (541) 997-3312

VOLUME 16 ISSUE 9

CVPOC Board of Directors 2012-2013

Mary McGann President	(541) 902-8666
Jodi Hawkins Vice President	(541) 603-2599
Diana Glasgow Treasurer	(541) 997-8594
Susan Dukes Secretary	(541) 673-1468
Peg Mawhinney Director	(520) 360-5357
Pat Rongey Director	(541) 603-5730
Charles Dunlap Director	(541) 999-4699

BOARD MEETING

*Saturday September 15, 2012
at 10 am in the Adult Lounge
of the CVPOC Clubhouse.*

*NEXT BOARD MEETING
Saturday, October 20, 2012 at 10 am
in the Adult Lounge of the CVPOC
Clubhouse*

Business Office: (541) 997-3312
Available for general business
9 am to noon
1 pm to 3 pm M-F
Available for park emergencies
8:00 am to 4:00 pm M-F

Maintenance Office:
(541) 997-3583
New Summer Hours
Maintenance staff on premises
daily from 8am -11pm

*Available 24/7 for park maintenance
emergencies: call (541) 997-3583*

FROM THE PRESENT'S CORNER

First, a word to Albert Gelmstedt. It was with regret we receive your notice of resignation as Chair of the Architectural Review Committee. I want to express the appreciation of not only myself, but the entire Village for your long history of volunteer service to us. From Board President, Sector Director, Chair and member of various committees, you have been a consistent and strong voice for common sense, respect and goodwill in dealing with the many issues and problems which face us.

Although your sense of humor and willingness to help will be sorely missed, I understand your need for a "break".

I know we can continue to count on you for advice and assistance. On behalf of the entire Village, I thank you for your years of service.

Your new board has been very busy; we had two work sessions in August and plan at least one a month (at least until the snowbirds fly south), and are starting work on several tasks. One of these is reviewing all CVPOC forms to try to make them more meaningful and user-friendly. This affects all owners and your input is needed – what don't you like about current forms, what would make it easier, for example, to get an item on the agenda, join a committee, and so on. If you'd like to help, let me know either directly or through Kathy; if you have ideas for improving the forms, write them up and give them to Kathy to give to us.

Questions? Rumors? Ask a board member for answers or clarification. We can't fix something if we don't know it's broken!

If you have more than two remote gate openers, please consider returning your unused ones back to Coast Village. If in working condition, each can gain you a rebate of \$20. Expect a letter soon with more information.

Those of you who don't live in Coast Village, and haven't been here since last winter's storms, please ask a friend or neighbor to check you property for damage.. Several lots have downed ore leaning trees which need removal or trimming before further damage occurs.

-Mary McGann, President

*E-Mail: coastvillage@qwestoffice.net
Website: www.coastvillageflorence.com*

FRANK'S



CORNER

There aren't too many really nice days left and school starts soon as well, so come on down and enjoy the park one more time before the pool closes the weekend of the 15th (actually 16th). We are starting to come into the 21st century in the maintenance area. We now have a computer and are pursuing the internet to drive it. Meanwhile we're able to start recording things in our own office rather than going back and forth to the main office. Thanks to Jodi Hawkins for the computer.

With the work load stacking up and man power being shorter until Toby returns next month we hired Myron Aho and Frank Sinclair back as they would be immediate help because of their experience. In addition we've hired a custodial person who will fill in at night and allow Tim to work full time days for up to three months, allowing for more two person time, enabling the heavier jobs to be accomplished.

In addition we were able to change the dump trailer break-away switch (brakes would not release) and took 14 loads of brush to The Sand Ranch. We completed the semi-annual pressure/ loss, leak check of the water system with two lot service lines identified as leaking. Both were replaced with heavier materials and shouldn't leak again. 3 lot service valves were replaced or repaired because of leakage on one side or the other. Assisted the Facilities Committee with the formulation of the Village Manager job description, trimmed brush along Rhody Loop and Horseshoe Bend, mowed along Spruce Street and west side, also lots 11 and 12, repainted sign in podium in club entry way, painted part of pool pump house room, changed mail box locks on box 16 and 41, added sealant to coping around pool to reduce trip hazard, assisted three owners who had problems with their gate transmitters, removed paper jam from printer in main office, assisted with back flow device test for parks water system (unit failed, needs to be re-built), worked with fence contractor installing parameter fence on lots 153 and 152 also east side of lot 148, started training temporary custodian Raylynn, and finally, cleaned the gutters on the main club building.

As I mentioned earlier the pool will soon be closing, so come on down for Labor Day and enjoy one more weekend.

From the Staff: Have a great month and enjoy Labor Day week end!!

**NEIGHBORHOOD WATCH MEETING
SEPTEMBER 8, 2012 at 3 PM
COAST VILLAGE CLUB HOUSE**

I would like to encourage all our neighbors to join us for some refreshments and a chance to get to know everyone better. Our goal is to look out for each other. Officer Andi Belk from the Florence Police Dept Auxiliary will be present.

INFORMATION SHARING: Discuss the strengths, weaknesses and problems in our Village

SUSPICIOUS ACTIVITY: Define and discuss suspicious activity

HOME SECURITY: See who needs help with lock installation, tree trimming or outside lights.

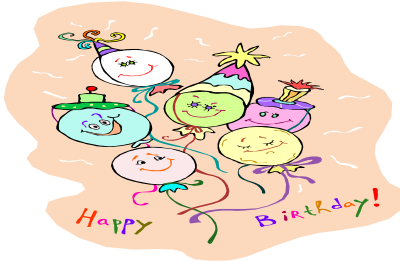
PROPERTY ENGRAVING PROTECTION: Explain how best to mark and inventory property.

If you have any questions please feel free to call or e-mail.

Jodi Hawkins
541-603-2599

SEPTEMBER 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 HOLIDAY OFFICE CLOSED	4 DEADLINE FOR AGENDA ITEMS	5	6 CHAMBER ENSEMBLE 3:30-5:30	7 DEADLINE FOR BOARD BOOKS	8
9	10 GARBAGE PICKUP	11 BOARD BOOKS READY FOR PICKUP	12	13 ARC MTG 4PM CHAMBER ENSEMBLE 3:30 - 5:30	14 METER READING	15 BOARD MEETING 10:00 am Adult Lounge
16	17 GARBAGE PICKUP	18 DEADLINE FOR NEWSLETTER	19	20 CHAMBER ENSEMBLE 3:30 - 5:30	21	22
23	24 GARBAGE PICKUP	25	26	27 ARC MTG 4PM CHAMBER ENSEMBLE 3:30 - 5:30	28	29
30						



HAPPY BIRTHDAY

Shirley Hunt 7th
Denise Crowe 9th
Sue Robinow 21st
Ron Yeaman 13th



We are saddened to report the passing of

Donna Jean (DJ) Forbes

Our condolences to her family and friends.

TREASURER'S REPORT for Month Ended July 31, 2012

	<u>6/30/2012</u>	<u>7/31/2012</u>	<u>July</u> <u>Net Change</u>	<u>FY 2012-13</u> <u>Year Change</u>
<u>Bank Account Balances</u>				
Operating Fund Account	\$ 65,975	74,507	\$ 8,531	\$ 8,531
Reserve Funds Accounts	183,422	189,676	\$ 6,254	\$ 6,254
Total Funds in Bank	<u>\$ 249,398</u>	<u>264,183</u>	<u>\$ 14,786</u>	<u>\$ 14,786</u>

Dues & Electric Past Due from Owners

<u>Less than 30 days</u>	<u>30-90 days</u>	<u>Over 90 days</u>	<u>Total*</u>		<u>7/31/2012</u>
\$ 3,599	\$ 470	\$ 2,679	<u>\$ 6,749</u>	Total Accts Rcvble	

*Includes two accounts sent to Vial Fotheringham for Collections in January - now totaling \$3731.05

Water Consumption in Gallons per Day

% of prior yr's usage	60%	95%	110%	84%	99%
Meter Read Dates	2/17-3/19/12	3/19-4/18/12	4/18-5/17/12	5/17-6/20/12	6/21/12-7/19/12
FY 2011-2012 gal/day	11,659	10,878	14,715	16,658	20,236
Meter Read Dates	2/17-3/15/11	3/15-4/20/11	4/20-5/17/11	5/17-6/15/11	6/15/11-7/15/12
FY 2010-2011 gal/day	19,396	11,422	13,400	19,812	20,448

The Fiscal Year Ending 6/30/12 financials are complete in-house and are in the hands of the CPA who expects to provide us with the Annual Review Statement by the September Board meeting. The annual tax returns are also in process at Holloway and Associates CPA's and expected to be submitted timely. Estimated adjustments to the annual budget are being discussed by the Budget Committee and will be presented to the Board for approval by October.

8/14/2012

Diana Glasgow, Treasurer and Kathy Austin, Office Manager

RENTAL PROPERTY UPDATE

August 31, 2012

At the end of August we have 25 properties rented. This month one rental was sold and will now be owner-occupied.

There are 9 properties that have been rented in the past that are vacant at this time.

There are 22 empty lots (no dwelling on the property) and 2 of those are rented.

Jodi Hawkins, Rental Sub-Committee

Minutes



**COAST VILLAGE PROPERTY OWNERS CORPORATION
BOARD OF DIRECTORS MEETING
DRAFT MINUTES
AUGUST 18, 2012**

CALL TO ORDER: The Board meeting was called to order by President Mary McGann at 1:12 p.m.

ESTABLISHMENT OF A QUORUM: The following Board members were present Mary McGann, Jodi Hawkins, Susan Dukes, Diana Glasgow, Pat Rongey, and Peg Mawhinney. Chuck Dunlap was absent.

MEMBERSHIP INPUT ON AGENDA ITEMS: Agenda items were changed. Item 7 under New Business was withdrawn and hiring of part-time temporary help was added. Peg Mawhinney made a MOTION to accept the amended agenda, seconded by Jodi Hawkins. Motion passed.

Item 6 under New Business was presented at this time. Larry Phillips, member, and Neil, the owner of Full Spectrum Computers, gave a presentation of the new audio equipment that has been purchased. We will need to purchase a laptop computer and other equipment to make full use of the system. Neil will provide the Board with an estimated cost for the computer and tech set-up costs. There will be someone designated to be responsible for the system.

READING OF THE MINUTES: Peg Mawhinney made two corrections to the July Board Meeting Minutes: Susan Dukes left at the end of the executive session rather than during it and Frank Sinclair's temporary employment is to end on 10/01/1012. Pat Rongey made a MOTION to accept the minutes as corrected, Diana Glasgow seconded. Motion passed

TREASURER'S REPORT: Diana Glasgow presented the Treasurer's report.

COMMITTEE REPORTS:

Activities Committee: No Chairman, no report

Architectural Review Committee: Mary McGann read the ARC Report

CC&R'S & By-Laws Committee: The CC&Rs and Bylaws Committee did not meet; there was no report. The Rental Sub-Committee gave a report. Mary McGann read a statement regarding the Board's consultation with the CVPOC attorney.

Communications Committee: No Report

Elections Committee: No Report

Facility Management Committee: No Report

Financial Management Committee: Diana Glasgow presented the Financial Management sub-committee reports.

Personnel Committee: Mary McGann read the report. The Committee recommended that Tim Walls be permanently hired and be given a \$1.00 per hour raise. The committee also recommended that additional part-time temporary help be hired to cover the general maintenance jobs.

MAINTENANCE REPORT: Submitted by Frank Brooks. Peg Mawhinney requested a notice to absentee owners to check their property for potential storm damage that has not be corrected, before a formal ARC notice is sent out.

A member inquired about the removal of the "giveaway table". Mary explained there had been a notice for six months or more to please not leave unwanted items there, but to take them to a charity. Still, opened and expired food was being left there as well as junk, in addition to items which might be still useful.

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. Destruction of fence on Spruce Street. Dietrich VonShellwitz requested that the Board do something about the exterior fence bulging along Spruce Street. After discussion the issue was referred to ARC.

2. Extend listing on CVPOC owned property : Peg Mawhinney made a MOTION to extend the listing of Lot 261. Seconded by Pat Rongey. Passed unanimously.

3. Appoint/confirm committee chairs: Mary McGann asked for volunteers from the Board and audience for committee participation. Neighborhood Watch, chaired by Jodi Hawkins, is a "Task Force" not a committee. No Chair for the Activities Committee. Architecture Review Committee (ARC) needs a Chairman as Albert Gelmstedt is resigning. Peg Mawhinney made a MOTION to confirm John Mawhinney to chair the CC&R's and By-Laws Committee and the Communications Committee. Seconded by Pat Rongey. Passed unanimously. Peg Mawhinney made a MOTION to confirm Ila Mae Robinson as Elections Committee Chair. Seconded by Jodi Hawkins. Passed unanimously. Jodi Hawkins made a MOTION to confirm Palmer Hundtoft as Facilities Management Committee Chair. Seconded by Peg Mawhinney. Passed unanimously. Jodi Hawkins made a MOTION to confirm Mary McGann as Personnel Committee Chair. Seconded by Diana Glasgow. Passed unanimously.

4. Cats in Coast Village: Pat Rongey reviewed the CC&R's and the City of Florence ordinances regarding pets and pet owner responsibilities. The board discussed the problem of loose cats in the Village.

5. New posted office hours: Jodi Hawkins made a MOTION to change office hours to 9 a.m. -12 p.m. and 1 p.m.-3 p.m. Monday to Friday as requested by Kathy. Seconded by Diana Glasgow. Passed unanimously.

6. Posting closure/opening of pool: Peg Mawhinney made a MOTION to set the annual closure of the pool on or about September 15th and the annual opening of the pool on or about May15th. Seconded by Jodi Hawkins. After discussion passed unanimously.

7. Hiring of part-time temporary custodial help: Peg Mawhinney made a MOTION to authorize the Facilities Management Committee to interview and hire part-time temporary custodial help. Seconded by Jodi Hawkins. After discussion Diana Glasgow suggested an amendment to Peg's motion. Peg Mawhinney withdrew her motion, and made a new MOTION to authorize the Facility Management Committee, the Personnel Committee, and the Financial Management Committee to interview and hire part-time temporary custodial help for a period of up to 90 days. Seconded by Pat Rongey. After discussion Diana Glasgow made a motion to remove the Financial Committee from the interview process, and add that the final choices are to be confirmed by the Board. Seconded by Jodi Hawkins. A vote on the amendment was 4 YES and 1 NO by Peg Mawhinney. Amendment was passed. The motion with the amendment was restated: MOTION to authorize the Facility Management Committee and the Personnel Committee to interview and hire part-time temporary custodial help for a period of up to 90 days, with the final choices to be confirmed by the Board. A vote on the motion with the amendment was 4 YES and 1 NO by Peg Mawhinney. The motion passed.

8. Tim Walls permanent hire: Mary McGann reported that Tim Walls' temporary 90 day employment period ended July 30, 2012. After discussion, Peg Mawhinney made a MOTION to permanently hire Tim Walls and that his pay package increase by \$1.00 per hour. Seconded by Jodi Hawkins. Passed unanimously. Tim will also receive health insurance paid by CVPOC.

GOOD OF THE ORDER:

A member asked why the hiring of a Park Manager is an issue to be addressed by the attorney. Mary McGann explained that if the expense would exceed 5% of our total budget, it would require membership approval. The Ad Hoc Committee submitted a Park Manager job description to the Board, who decided to postpone further action until the financial implications are known.

Jodi Hawkins has scheduled a Neighborhood Watch meeting with Andi Belk of the Florence Police Auxiliary for Saturday September 8, 2012 at 3 p.m. in the Clubhouse. Refreshments will be served.

Susan Dukes asked for direction on the complaint procedures. Mary McGann reviewed CVPOC's current complaint process.

A member asked about a written complaint in the past pertaining to Lot 142. Mary McGann explained that she could not respond as Alta Taylor was not the owner of the lot at the time.

A member commented concerning cross talk and judgmental statements.

Peg Mawhinney made a MOTION to adjourn the meeting. Seconded by Pat Rongey. Meeting adjourned at 12:30 p.m.

Submitted by Susan Bladorn-Dukes, Secretary