

**COAST VILLAGE PROPERTY OWNERS CORPORATION  
BOARD OF DIRECTORS MEETING**

**MINUTES**

**July 20, 2013**

**CALL TO ORDER:** The Board meeting was called to order by Jodi Hawkins, President at 2:00 p.m.

**ESTABLISHMENT OF A QUORUM:** Peg Mawhinney called the roll: Jodi Hawkins, Robert (Keith) Davidson, Charlotte Frye, Carlla van de Vyver, Lois Hundtoft, Ila Mae Robinson, and Pat Rongey were present; establishing a quorum.

**ELECTION OF NEW OFFICERS:** Ila Mae Robinson nominated Keith Davidson for Vice President; Lois Hundtoft seconded and he was elected - VOTE: unanimous. Lois Hundtoft nominated Carlla van de Vyver for Treasurer; Keith Davidson seconded and she was elected - VOTE: 4 ayes/ Pat Rongey abstained; Carlla van de Vyver nominated Charlotte Frye for Secretary; Lois Hundtoft seconded and she was elected - VOTE: unanimous. Jodi Hawkins resigned as President due to health concerns. At the request of the Vice President, she consented to take a medical leave of absence rather than resign; returning to active duty once she is able. The meeting was turned over to Keith Davidson, who as Vice President, will be Acting President in Jodi's absence.

**APPOINT DIRECTOR TO CO-SIGN CHECKS:** Acting President Robert Keith Davidson appointed Pat Rongey to co-sign checks; she accepted - VOTE: unanimous.

**APPROVAL OF THE AGENDA:** Ila Mae Robinson made a MOTION to approve the agenda as written; Pat Rongey seconded. The MOTION passed unanimously.

**MEMBERSHIP INPUT ON AGENDA ITEMS:** Carlla van de Vyver made a MOTION to add a letter dated June 26, 2013 from Sharyn Read to the agenda; Pat Rongey seconded. The MOTION passed unanimously.

**READING AND APPROVAL OF THE MINUTES:** Ila Mae Robinson made a MOTION to accept the June 15, 2013 Board Meeting Minutes as written; Pat Rongey seconded. The MOTION passed unanimously.

**COMMITTEE REPORTS:** Carlla van de Vyver made a MOTION to accept the committee reports as presented in the Annual Membership Meeting (July 20, 2013 10:00 AM); Ila Mae Robinson seconded. The MOTION passed unanimously. Lois Hundtoft made a MOTION to purchase logo embossed t-shirts for all employees at a cost not to exceed \$650, as recommended in the Personnel Committee Report (read by Diana Phillips, Co-Chair); Ila Mae Robinson seconded. The MOTION passed unanimously.

**OLD BUSINESS:** None

**NEW BUSINESS:** Keith Davidson made a MOTION "that the Treasurer & Office Manager, with the assistance of the corporation's accounting firm, investigate the feasibility & requirements to move the


Corporation's fiscal year. The movement of the fiscal year would be to have the fiscal year run concurrently with the Corporation's assessment year (i.e., January 1<sup>st</sup> to December 31<sup>st</sup>). Should this change be feasible & cost be under \$1000.00, the treasurer shall make the change; otherwise, should the cost be higher, the Board of Directors will vote to make the change." Ila Mae Robinson seconded. The MOTION passed - VOTE: 4 ayes, Pat Rongey abstained.


**CORRESPONDENCE:** A letter dated June 26, 2013 from Sharyn Read to the Coast Village Board and Neighbors; Keith Davidson read letter aloud.

**GOOD OF THE ORDER:** James Yarnall (Lot 171) wanted to discuss a letter he received from the CVPOC board regarding his daughter's behavior; Keith Davidson read the letter aloud; Mr. Yarnall was given an opportunity to speak. It was discussed and considered 1<sup>st</sup> notice. No action was taken.

Ila Mae Robinson made a MOTION to "adjourn the meeting"; Lois Hundtoft seconded. The MOTION passed unanimously. The meeting was adjourned at 3:04 p.m.

Respectfully submitted,

  
Charlotte Frye  
Secretary

  
Robert Keith Davidson  
Acting President