

COAST VILLAGE PROPERTY OWNERS CORPORATION

BOARD OF DIRECTORS MEETING

March 16, 2013

CALL TO ORDER: The Board meeting was called to order by President Jodi Hawkins at 10:00 a.m.

ESTABLISHMENT OF A QUORUM: The following Board members were present; Jodi Hawkins, Susan Dukes, Diana Glasgow, Pat Rongey, and Chuck Dunlap.

MEMBERSHIP INPUT ON AGENDA ITEMS: Sally Kelly requested that pool open dates be put on the agenda. The item was deferred to a later meeting. Under Old Business item #3: Open Board Positions was added; as well as under Good of the Order, Actions Taken Without a Meeting was added. Susan Dukes made a MOTION that “the revised agenda be accepted”. Chuck Dunlap seconded. Motion passed.

READING OF THE MINUTES: Chuck Dunlap made a MOTION “to accept the minutes as written”; Pat Rongey seconded. MOTION passed.

TREASURER’S REPORT: Diana Glasgow submitted and reviewed the Treasurer’s report.

COMMITTEE REPORTS:

Activities Committee: Jodi Hawkins reported that the Activities Committee is busy with the community garden and other activities in the village.

Architectural Review Committee: Keith Davidson submitted and reviewed the ARC Report.

CC&R’S & By-Laws Committee: No report.

Communications Committee: Diana Glasgow apologized for the lack of attention given to the website recently and they hope to have it updated soon.

Elections Committee: No report.

Facility Management Committee: Larry Phillips gave a verbal report reviewing the maintenance task list.

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

Personnel Committee: Jodi Hawkins reported that the Personnel Committee made some decisions regarding the office staff during the past month and with Board approval the office manager was replaced. Sue Morgan has been hired for that position in temporary status for 90 days.

MAINTENANCE REPORT: Frank Brooks submitted and reviewed the Maintenance report. Bids are still not in on the sewer pump station repairs and will hopefully have them very soon. Frank reported that a water heater in the laundry room had to be replaced. He also reported on the ongoing maintenance projects.

OLD BUSINESS:

The Park Manager issue was discussed after Diana Glasgow made a MOTION “to disband the Ad Hoc Committee to implement a Park Manager as set up at the September 15, 2012 Board meeting”. Chuck Dunlap seconded. Three votes in favor; One vote in opposition (Pat Rongey). Motion passed.

Complaints received regarding possibly hazardous trees were discussed after Pat Rongey made a MOTION “to send a certified letter to lot owners of “complaint” from the Coast Village Board”. Susan Dukes seconded. The letters will be the final reply and the final document to be attached to the complaint in the corporate records. Motion passed.

Board member replacement was discussed after Susan Dukes made a MOTION “that the two vacant Board positions are filled by way of the annual general membership elections, to be held in June 2013, due to the additional costs to CVPOC if a special election is held”. Chuck Dunlap seconded. Motion passed.

NEW BUSINESS:

The board discussed the recent thefts in the village and precautionary actions that could be done by CVPOC to eliminate it. Issuing of car stickers was discussed as well as the purchase of a security system and fencing along the east side of the property.

Lot 46 Easy Street has requested that the Board approve a limited exception and approve a 13 year old trailer as a rental dwelling unit. The Board discussed the issue after Jodi Hawkins made a MOTION “to allow for the approved 13 year old trailer to be moved onto lot 46 Easy St as a month-to-month rental, to be reviewed in one year”. Susan Dukes seconded. Motion passed.

The 10% rental cap issue was discussed after Diana Glasgow made a MOTION “to rescind the motion passed at the September 15, 2012 Board meeting to send out a vote to the general membership to restrict the number of rentals to no more than 10%”. Pat Rongey seconded. Motion passed.

CORRESPONDENCE: Diana Glasgow reviewed a letter received by Jodi Hawkins from Garda Page, regarding the CVPOC’s water system improvements. Her letter was acknowledged by the Board as well as a letter received from Barbara Dunton regarding the sticker/tag identification system that has been being discussed. Also Jodi received a complimentary letter to the Neighborhood Watch members from Debi & Mike Ford.

GOOD OF THE ORDER:

There were four Actions Without A Board Meeting that were unanimously passed by the Board during the last month.

1. The Office Manager Job Description was established.
2. The Personnel Committee was authorized to replace the Officer Manager and the current employee was let go.
3. The Personnel Committee was authorized to hire Susan Morgan on a temporary basis for 90 days. After review and if permanently hired she will be given a raise and health insurance.

4. An offer was received from a potential buyer of Lot 261 for \$20,000 + CVPOC pay for survey. The Board made a counter offer of \$27,500 + up to \$250 for survey costs, subject to membership approval. The counter offer was not accepted.

Larry Phillips asked about CVPOC renting out Lot 12 for RV storage. He volunteered to research a fair rental value and submit suggestions for board consideration.

At 11:20 am Susan Dukes made a MOTION to go in to Executive Session regarding the need for an emergency exit on the East side. Pat Rongey seconded. Motion passed.

At 12:10 pm the board reconvened to regular session. Susan Dukes made a MOTION to “make an offer on a property in Coast Village for an East side emergency exit, pending approval by the membership, per CC&R’s 4.7.c.1”. Pat Rongey seconded. Motion passed.

Pat Rongey made a MOTION” to adjourn the meeting”. Chuck Dunlap seconded the motion. Motion passed. The meeting was adjourned at 12:20 pm.

Respectfully submitted,

Susan Bladorn-Dukes, Secretary

Jodi Hawkins, President