



Coast Village Property Owners Meeting Agenda Item Request

Regular Board Meeting

Annual Membership Meeting

Please submit one (1) Agenda Item per form

Name _____

Phone # _____

email address _____

Lot # _____

Meeting date for Requested Item to be placed on Agenda: _____

Estimated Time Required for Discussion: _____ minutes

All Agenda Item Requests must be submitted to the office at least ten (10) working days prior to the scheduled meeting for review by a Board Member. Backup documentation for agenda items shall be turned into the office not later than six (6) days prior to the meeting.

Description of Requested Agenda Item:

What action you would like taken with your request:

Action item (have motion made and voted on)

Discussion only

Other

Please describe "Other" action:

x _____
Signature Lot Owner / Representative

Date _____

For CVPOC Office Use

Date Received _____

Board Member Reviewed _____

Date Reviewed _____

Agenda item categorized as:

Old Business

New Business

Approved

Denied