



Coast Village Property Owners Corporation

131 Rhody Loop, Florence, OR 97439
Tel.: (541) 997-3312 Fax: (541) 902-0103
Email: coastvillage@qwestoffice.net

ACTION WITHOUT A MEETING

Action: Hiring of Sean Wilkins

1. The Facilities Management Committee reviewed all of the resumes submitted by applicants for the position of part time maintenance personnel. From that pool of resumes, the Committee selected six applicants to interview. The interview was conducted by Larry Phillips, Gene van de Vyver, Charlotte Frye, Robert Davidson, and/or RayLynn Berning and Chuck Dodson. As a result of the interviews Sean Wilkins was selected for the position. The Chairman of the Personnel Committee has made a tentative offer pending Board approval and background check. The background check has been run, and items have been found. After considering these items, the Board of Directors hereby authorizes the Acting President of the Corporation to officially offer Mr. Wilkins the position.

Director's Name/Signature

Circle One

Date

Robert "Keith" Davidson, President

Yea / Nay / Abstain

Charlotte Frye

☒ Yea / Nay / Abstain

Carlla van de Vyver

☒ Yea / Nay / Abstain

NOT AVAILABLE
Lois Hundtoft

Yea / Nay / Abstain

Illa May Robinson

☒ Yea / Nay / Abstain

Pat Rongey

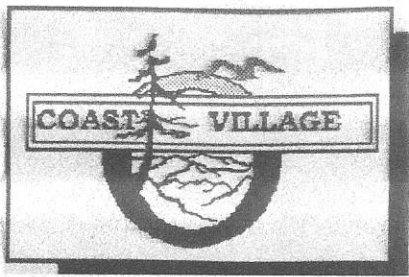
Yea ☒ Nay / Abstain

12/5/2013

12/4/13

12-5-13

12-05-2013



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To Whom It May Concern

**The information attached is of a confidential
nature and therefore redacted.**



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ACTION WITHOUT A MEETING SUPPORT DOCUMENT

Fellow Board Members,

We received 9 applications for the maintenance position. These 9 applications fell into three groupings. We interviewed the first group with the following results: Our choice turned us down due to salary concerns (i.e., He didn't need the position at minimum wage. He "could find better things to do with his time."), the second didn't want to work nights as this would be his second job and his first required him to work early mornings, the third didn't want to work weekends as this would be his second job and the first was teaching him how to cook.

The second round of applicants went as follows: the first applicant pulled his application for salary concerns, the second didn't really have it together and wasn't sure what the job entailed, the third was Sean who was our pick.

We have a third round of applicants that we could interview if you decide not to choose Sean. However, none of them have any maintenance experience – they would be strictly janitorial.

The Board has four choices:

1. Hire Sean – maybe on a stricter job review schedule (i.e., every month for 6 months)
2. Increase the salaries of our maintenance staff. Please note that Greentrees starts their maintenance staff out at \$11.00 per hour. This action would possibly get us our original first choice who again turned us down.
3. You can direct that the Facilities Management Committee set up interviews on the remaining candidates, and go janitorial only.
4. You can direct that the Facilities Management Committee go to the Job Center in Florence and see if they can get us any candidates that would be willing to work for what the Corporation is willing to pay.

Your call.


Robert Davidson
President, CVPOC