CVPOC BOARD OF DIRECTORS MEETING
February 20, 2010

Call to Order: The CVPOC Board of Directors meeting was called to order on February 20, 2010 at 10:00 a.m. by President Jacquie Beveridge. A quorum was present consisting of the following directors: Larry Beveridge, Denise Crowe, Dean Cullop, Charles Dunlap, Nelda Graf, Kathleen Halverson and Ellen Templar. 31 members were in attendance.

Reading of the Minutes:

- Dean Cullop made a MOTION to approve the January 23, 2010 Board of Directors meeting minutes as presented. The motion was seconded by Ellen Templar and passed unanimously.

Treasurer's Report:

As of January 31, 2010, Balance Sheet totals were as follows:

Total current assets:	$ 184,621.48
Total fixed assets:	$ 445,660.07
Total assets:	$ 630,281.55
Profit & Loss for January 2010:	
Total income:	$ 39,940.01
Total expense:	$ 37,736.07
Net income:	$ 2,203.94
Profit & Loss for July 2009 through January 2010:	
Total income:	$ 265,446.10
Total expense:	$ 311,935.05
Net loss:	$ (46,488.95)
Budget for July 1, 2009 through June 30, 2010:	
Total income:	$ 434,510.00
Total expense:	$ 444,420.00
Net loss:	$ (9,910.00)

Dean Cullop reported the Budget Committee met on February 16 (members present: Chair Dean Cullop, Francis Dover, Larry Beveridge, Ellen Templar, Jason Wilson, Melba Reinke, and President Jacquie Beveridge as observer). Mr. Cullop announced that looking at a net loss, year to date, on the current fiscal year of $46,500, it was determined unanimously by the committee to propose a special assessment of $250 per lot owner, to be paid by June 30, 2010, to offset fiscal year losses. The matter is proposed to be placed on the March 2010 board meeting agenda.

Committee Reports:

ARC: Keith Davidson, Chair, reported the committee has completed work on proposed revisions to ARC policies and procedures, rules and regulations, application guidelines, application forms and cover letters. The proposed revisions have been submitted to the Policies and Procedures Committee for review. ARC approved final inspection of a deck at 255 Outer Drive.

Buildings and Grounds: Chair Ellen Templar reported the committee is working in conjunction with the Budget Committee looking at cost saving measures for Coast Village.

Collections: Chair Larry Beveridge reported improvement in collection of overdue accounts. However, two accounts are approaching a delinquent amount of $500; the owners have been sent notice their account will be turned over to the attorney for collection if not paid. Mr. Beveridge also reported CVPOC was preparing to place a lien on a lot for delinquent amounts owed but before the lien could be filed, the owner's mortgage holder filed foreclosure against the lot. The amount owed to the mortgage holder is such that CVPOC will most likely be unable to recover the past due amount owed to CVPOC through normal channels. Mr. Beveridge proposed filing a suit in small claims court in an attempt to recover the debt.

- Ellen Templar made a MOTION to file in small claims court for a judgment against a lot to recover delinquent amounts owned to CVPOC. Larry Beveridge seconded the motion, which was approved unanimously.

- Ellen Templar made a **MOTION** to appoint Larry Beveridge as the agent to represent CVPOC in small claims court for the aforementioned action. Denise Crowe seconded the motion, which passed with four yeas and three nays (Larry Beveridge, Denise Crowe and Charles Dunlap).

Elections: Jacquie Beveridge reported for Celeste Day, Acting Chair for the Elections Committee: Ballots were mailed for the sale of two CVPOC owned properties, obtained through foreclosure, on January 29, 2010 with a return date of February 18, 2010. The committee met on February 19, 2010 to count the ballots. 156 ballots, all valid, were returned, with 150 yes votes and 6 no votes.

Five Year Plan: Chair Ellen Templar reported the new reserve study project is underway and data is being gathered for input.

Personnel: Jacquie Beveridge, Chair, reported she continues to work with staff on a weekly and sometimes daily basis regarding personnel matters.

Maintenance Report:

The March personnel work schedule and maintenance projects list were presented to the board, along with a written report of completed projects submitted by Maintenance Supervisor Frank Brooks.

Old Business:

1) ***Personnel Matters:*** To be discussed in Executive Session.

Adjourn to Executive Session:

1) ***Personnel Matters:***

- Ellen Templar made a **MOTION** at 10:35 a.m. to adjourn to Executive Session to discuss a personnel matter. Denise Crowe seconded the motion, which passed unanimously.

Reconvene to Regular Meeting:

1) ***Item No. 1 - Old Business Continued: Personnel Matters (from Executive Session):*** The board reconvened to the regular session of the Board of Directors meeting at 11:05 a.m.

- Ellen Templar made a **MOTION**, based on the legal opinion of the corporate attorney, to compensate Frank Brooks in the amount of $250 per month in lieu of health insurance coverage. Dean Cullop seconded the motion, which passed unanimously.

Larry Beveridge reported the employee health insurance benefit that Frank Brooks surrendered, with the understanding that he would receive some form of compensation, was paid out at the rate of $574.47 per month. A $250 stipend would then save the corporation $324.47 per month in fees for insurance that will not have to be paid.

New Business:

1) ***Ballot for Sale of CVPOC Property:***

- For the purpose of discussion, Larry Beveridge made a **MOTION** that the cleaning up of the Easy Street property starts as soon as possible, with the maintenance crew working the cleanup as their schedule permits and in addition, that the property at 261 Outer Drive be cleaned in preparation for sale. Ellen Templar seconded the motion, which passed unanimously.
- Larry Beveridge made a **MOTION** that as soon as possible, both properties be evaluated and appraised for valuation for sale. The motion was seconded by Charles Dunlap and passed unanimously.
- Larry Beveridge made a **MOTION** to contact several real estate firms to submit a proposal for the sale of the two properties, seeking the most advantageous posture for CVPOC in the pursuit of the commission that the corporation would have to pay. The motion was seconded by Dean Cullop and passed unanimously.

2) ***Fine Structure for Water Leaks:***

- For the purpose of discussion, Ellen Templar made a **MOTION** that effective March 31, 2010, in the event a water leak is detected on an individual lot, CVPOC maintenance staff shall immediately cap the pipe causing the leak and install a shutoff valve. The maintenance supervisor shall notify the lot owner of record within 24 hours. The owner shall be billed for all labor and parts required to cap the leak. Further,

the owner shall pay a reactivation fee of $200 to have water service resumed. Denise Crowe seconded the motion, which passed unanimously.

3) ***Website:***

- Denise Crowe made a **MOTION** to continue with the Coast Village Website at a cost of $240 per year. Ellen Templar seconded the motion, which passed unanimously.

4) ***Adult (Small) Pool Opening:***

- Larry Beveridge made a **MOTION** to open the small pool Memorial Day weekend. The motion was seconded by Denise Crowe and passed unanimously.

5) ***Clubhouse Reservation:***

- Ellen Templar made a **MOTION** to allow CVPOC member Shirley Shotwell to hostess a coffee hour on Wednesday mornings between 9 a.m. and 11 a.m. and waive the deposit. Denise Crowe seconded the motion, which passed unanimously.

6) ***Billing and Collection Policy:***

- Larry Beveridge made a **MOTION** that effective immediately, the CVPOC Billing and Collection Policy be amended as follows: Delete item H, page 2, which reads as follows: "If an owner is $1,500.00 or more in arrears on assessment payments, no partial payment for the debt shall be accepted. To clear the debt, the owner must pay the total amount owed in full." The motion was seconded by Dean Cullop and passed unanimously.

7) ***Resolution - Collection of Unpaid Charges:***

- Larry Beveridge made a **MOTION** that effective immediately, the CVPOC Collection Resolution of the Board of Directors be amended as follows: Delete item 8, page 3, which reads as follows: "If an owner is $1,500.00 or more in arrears on assessment payments, no partial payment for the debt shall be accepted. To clear the debt, the owner must pay the total amount owed in full." The motion was seconded by Ellen Templar and passed unanimously.
- Larry Beveridge made a **MOTION** that the amended Collection Resolution be mailed to each owner of record with the March newsletter. The motion was seconded by Ellen Templar and passed unanimously.

8) ***Cost Saving Suggestions:*** Jacquie Beveridge thanked those members (under 3%) who submitted cost saving suggestions as requested by the board. The board was presented with a list of the suggestions, which will be included in the next newsletter. The Budget Committee also received copies of the suggestions for their February 16 meeting. The board and Budget Committee are evaluating and researching the suggestions.

Good of the Order:

Member Billy Clark read a proposal to the board regarding the budget, bill paying and committee meetings. Members were reminded of the procedures in place for requesting that an item be included on the agenda for board consideration, which allows the board time for review prior to the meeting. Members were also invited to volunteer to serve as committee members.

Member Billy Clark read a petition signed by members requesting the resignation of the CVPOC Director-at-Large, Jacquie Beveridge. The Board of Directors requested that the petition be submitted to the board so that the proper process for removal of the Director-at-Large can be followed.

Adjournment:

- Larry Beveridge made a **MOTION** to adjourn the meeting at 12:00 p.m. Dean Cullop seconded the motion, which passed unanimously.

Denise Crowe, Secretary — Date 3/25/2010