CVPOC Board of Directors Meeting
April 19, 2008

Call to Order: The CVPOC Board of Directors meeting was called to order April 19, 2008 at 10:00 a.m. by Acting President Richard Duske. A quorum was present consisting of the following directors: Jacquie Beveridge, Denise Crowe, Dean Cullop, Nelda Richmond-Graf, Ellen Templar, and Melba Reinke.

Guest Speaker, Tim Neely, Emerald Pool & Patio: Mr. Neely addressed the board regarding the history of and the present condition of the large (family) pool, and necessary long term maintenance, preservation and safety issues, including the recommended removal of the large pool diving board, that Coast Village may need to look at for both pools.

Reading of the Minutes:
In the absence of a President or Vice-President, the Secretary, following Robert's Rules of Order, as directed by the Coast Village Bylaws, chose to turn the March 15, 2008 Board of Directors meeting over to a Coast Village member to chair, following a unanimous vote by the board to elect a Chairman Pro Tem. However, the minutes of the March 15, 2008 Board of Directors meeting were not approved because of a concern that the Treasurer was not asked to chair the meeting. Melba Reinke made a motion to go through the minutes of the March 15, 2008 board meeting and reconfirm the motions made, and to include those motions in the April 19, 2008 minutes. The motion was seconded by Ellen Templar and passed on a roll call vote of three yeses (Ellen Templar, Melba Reinke, and Nelda Richmond-Graf), three noes (Jacquie Beveridge, Dean Cullop, and Denise Crowe), and a yes vote by Richard Duske to break the tie. The motions from the March 15, 2008 Board of Directors meeting were again made and voted on as follows:

- A motion was made by Jacquie Beveridge to make a correction to the February 16, 2008 minutes, that under New Business, Rejoining OHOA, the first sentence be changed to read "The Organization of Homeowners Associations".... not "Oregon Association of Homeowners Associations".... Ellen Templar seconded the motion which passed unanimously.
- At the request of Melba Reinke, a motion was made by Jacquie Beveridge that wording be added to the motion to rescind the Policy and Procedures for the Appointment of Committee Members in the February 16, 2008 minutes under Old Business, Committees & Procedures, to include the reason for the motion: that the policy had not been reviewed by the Policies and Procedures Committee and discrepancies were found in the policy presented to and approved by the board at the October 20, 2007 meeting. The motion was seconded by Denise Crowe and passed unanimously.
- A motion was made by Ellen Templar to approve the February 16, 2008 minutes as amended. The motion was seconded by Dean Cullop and passed unanimously.
- Ellen Templar made a motion to approve classified ads for Coast Village members on the website. The motion was seconded by Jacquie Beveridge and approved unanimously.
- A motion was made by Melba Reinke to post the draft board meeting minutes on the website within 10 working days from the meeting. The motion was seconded by Nelda Richmond-Graf and failed five to one (Melba Reinke).
- A motion was made by Jacquie Beveridge that the minutes currently posted on the website be removed immediately. Ellen Templar seconded the motion, which passed five to one (Melba Reinke).
- Dean Cullop made a motion that future (approved) minutes not be posted on the website. Denise Crowe seconded the motion which passed five to one (Melba Reinke).
- Jacquie Beveridge made a motion that the Bylaws Committee, rather than the Policies and Procedures Committee, review the relevant data regarding committees and their policies and procedures and make changes, if appropriate, to the bylaws. Ellen Templar seconded the motion

which passed unanimously.

- A motion was made by Ellen Templar to approve floor plans, developed for the enclosure of the clubhouse breezeway (project #1) and the remodel of the recreation room for office space (project #2) in the clubhouse, as presented to the board. The motion was seconded by Jacquie Beveridge and approved five to one (Melba Reinke).
- Ellen Templar made a motion to approve estimates of $4,845 for expenditure of funds to enclose the breezeway and $5,215 for expenditure of funds to remodel the recreation room for office space. Dean Cullop seconded the motion which passed five to one (Melba Reinke). Jacquie Beveridge and Dean Cullop clarified that the 5 Year Plan Committee put in their approved budget the expenditure of $4,000 in 2007-2008 and $13,000 in 2008-2009 for maintenance and office buildings, plus $2000 in 2007-2008 and $2,120 in 2008-2009 for clubhouse improvements.
- Dean Cullop made a motion, since both projects cannot proceed simultaneously, to begin work as soon as possible on the breezeway enclosure project, with the cost not to exceed $5,000. Jacquie Beveridge seconded the motion which passed five to one (Melba Reinke).
- A motion was made by Ellen Templar to rescind the motion for the opening and closing dates of the family (large) pool approved by the board on August 18, 2007. Denise Crowe seconded the motion which passed unanimously.
- A motion was made by Ellen Templar to rescind a motion approved by the board on March 18, 2006 concerning opening and closing dates of the pools. Dean Cullop seconded the motion which passed unanimously.
- Ellen Templar made a motion to open the adult (small) pool on April 1st and close it on November 1st of each year and open the family (large) pool on May 1st and close it the Tuesday after Labor Day of each year. The motion was seconded by Dean Cullop and passed unanimously.
- Melba Reinke made a motion that the presented financial report for the quarter ending December 31, 2007, which includes a balance sheet and income statement, be approved and mailed to members along with the April 2008 Coast Village Reporter (newsletter). Denise Crowe seconded the motion which failed on a five to one (Melba Reinke) vote.
- Melba Reinke made a motion to approve the quarterly report. The motion was seconded by Nelda Richmond-Graf and failed on a five to one (Melba Reinke) vote.
- A motion was made by Jacquie Beveridge that Melba Reinke be prohibited from conducting any Treasurer business outside the corporate office and all correspondence regarding CVPOC relating to the Treasurer be done through the corporate office. Dean Cullop seconded the motion which passed five to nothing, with one abstention (Melba Reinke).
- A member requested to reserve use of the clubhouse from 3:00 p.m. to 10:00 p.m. on March 22, 2008, two hours beyond closing time. A motion was made by Ellen Templar to approve the request, including the time extension, on the provision that a CVPOC employee is willing to work the overtime and the requesting member is willing to pay up to $50 for the overtime worked. The motion was seconded by Jacquie Beveridge and passed unanimously.

Treasurer's Report: Melba Reinke, Treasurer, gave the following financial report for March 2008:

Operating Acct.:	$78,632.71	Mjr Mnt/Rlpmnt Acct.:	$54,825.20
Reserve Acct.:	$31,941.88	Accounts Receivable:	$ 19,750

Ms. Reinke also reported the following: 1) Breezeway remodel expenses to the end March are $4,608. 2) Responding to concerns at the March 2008 meeting that a billing statement has not been received from our accountant: in follow up, a request was made for this information and is presented with this report for the services from September 21, 2007 to the end of March. An explanation of why we had not received a statement earlier: the accountant's contract reads that CVPOC would be billed at the end of the engagement. However, in consideration of that contract, I believe it is appropriate that we have received an invoice at this time. 3) Budget percentages remain quite close to predictions at this point, income indicating 81.3% and expenses at 77.8%, with one quarter remaining in this fiscal year.

Committee Reports:

- ***Activity Committee:*** Shirley Shotwell reported: the Thursday morning Coffee Hour is going well, with an average of 15 people attending in the winter months to 35 or more in the summer months; Ms. Shotwell discussed a "Meet and Greet" Coffee Hour scheduled for Saturday, May 3 at 10 a.m. for the returning snowbirds and others; reminded everyone of the Saturday, June 7, 2008 garage sale and real estate open house event, asking for volunteers to help organize donations on Friday, June 6 and to sell items at the sale on June 7. Paula Harrison reported on a piano fund raising dance to be held on Sunday, June 29, 2008 with details published in the newsletter.
- ***Architectural Review Committee (ARC):*** Chair, David Craddock, reported the committee: approved a deck and carport at 82 Manzanita Way; approved home improvements at 69 Rhody Loop; approved a fence at 234 Horseshoe Bend; issued approval of a trailer placement at 93 Outer Drive subject to close of escrow; approved removal of a ramada and installation of a manufactured home at 133 Driftwood Drive. Mr. Craddock announced ARC is no longer answering questions of whether or not development projects in Coast Village also require a City of Florence permit. Mr. Craddock recommends that owners contact the City of Florence regarding any necessary permits.
- ***Collections Committee:*** Chair, Richard Duske, reported that reminder letters were sent to three property owners who were late with their monthly dues.
- ***Elections Committee:*** Richard Duske reported the recent resignation of three board members, including Thomas Swanger (SailorMan Sector), William Mackay (Southwest Sector) and James Wilkins (Northwest Sector). Jacquie Beveridge made a motion to direct the Elections Committee to conduct the procedures necessary to fill the vacancies in the Northwest and Southwest Sectors, whose terms do not expire until July 2009. Denise Crowe seconded the motion which passed unanimously. The term for SailorMan Sector expires in July 2008 and an election for a director to fill the position will occur with the annual election.
- ***Website Committee:*** A motion was made by Ellen Templar that Cal Crowe continues as chair of the Website Committee. The motion was seconded by Denise Crowe and passed unanimously. The six month commitment previously approved expired.

Maintenance Report: Maintenance Supervisor, Frank Brooks, presented the May 2008 projects list and personnel schedule. Mr. Brooks stated the maintenance staff has regular, continuous responsibilities, such as maintenance of the pools, trash collection, etc., in addition to the maintenance projects list presented monthly to the board. Mr. Brooks reported on other items completed, but not included on the projects list, as follows: painting near the restrooms; the pools were readied for the summer season, including cleaning the filters and heater; filled in a ditch on Lot 45, which was charged to the owners; replaced window in room previously used for movie projection; started on the breezeway enclosure project; fixed three broken entrance and two exit gate arms; coordinated with television cable contractor for installation of underground cables across Driftwood Drive; removed three loads of brush; continued with standardization of signs; pressure washed pool decks; changed two deadbolt locks; painted the front of the laundry/mailroom building; repaired a coin mechanism on one of the washers; took care of a sewer backup problem near Lot 210; fixed a water leak between Lots 114 & 128 Sailor Lane; and replaced a street sign post at Horseshoe Bend and Driftwood Drive.

Old Business:

- ***Clubhouse Breezeway Enclosure:*** Dean Cullop made a motion to approve an additional $5,000 to complete the breezeway enclosure project, for a building permit fee, electrical contract work and required safety items. Denise Crowe seconded the motion which passed unanimously. According to Mr. Duske, this project is expected to add $120,000 to the common property value.
- ***Quarterly Financial Reports:*** Melba Reinke, Treasurer, made a motion to approve accounting changes to the QuickBooks computerized bookkeeping system as recommended by CVPOC CPA,

Forrest Hill, to facilitate a clearer breakdown of payroll items in the bookkeeping system, resulting in a more comprehensive financial report, and that Mr. Hill make these changes in the system. The motion was seconded by Dean Cullop which passed unanimously.

New Business:

- ***Director Resignation SailorMan Sector:*** (See Elections Committee Report).
- ***May Guest Speaker-Accountant:*** Melba Reinke, Treasurer, reported the bill CVPOC received from our accountant for services from September 21, 2007 through March 2008 is for the amount of $1,527.50, an average of $218 per month, with monthly charges expected to be less once all adjustments have been completed. In response to a prior suggestion, Dean Cullop made a motion that Forrest Hill, CPA does not need to appear at the May 17, 2008 board meeting. The motion was seconded by Denise Crowe and passed unanimously.
- ***Pool Diving Board:*** Due to safety and liability concerns mentioned by guest speaker Tim Neely, Denise Crowe made a motion to remove the large pool diving board and its structure as soon as possible. Jacquie Beveridge seconded the motion which passed unanimously. Nelda Richmond-Graf made a motion that the maintenance staff looks into removing the diving board in house, and if not able to do so, to be allowed to hire a contractor at a cost not exceed $1,300. Ellen Templar seconded the motion which passed unanimously.

Good of the Order:

- Ellen Templar made a motion to be allowed to invite Coast Village residents and their guests, and the Coast Chamber Ensemble members and their guests to attend a piano fund raising dance slated for June 29, 2008. Jacquie Beveridge seconded the motion which passed unanimously.
- A member expressed safety concerns regarding young, unsupervised children riding skateboards on Coast Village roads.
- A member asked that drivers be reminded to stop at the recently installed stop sign at Rhody Loop and Manzanita Way, expressing his concern that a number of vehicles fail to obey the sign.

Adjournment: Jacquie Beveridge made a motion to adjourn the meeting at 1:30 p.m. The motion was seconded by Dean Cullop and passed unanimously.

Denise Crowe
Denise Crowe, Secretary

5/21/08
Date

R. Duske
Richard Duske, Acting President

5-19-2008
Date