CVPOC BOARD OF DIRECTORS MEETING
September 19, 2009

Call to Order: The CVPOC Board of Directors meeting was called to order on September 19, 2009 at 10:00 a.m. by Board President Jacquie Beveridge. A quorum was present consisting of the following directors: Larry Beveridge, Denise Crowe, Dean Cullop, Richard Duske, Nelda Graf, Ed Groshens and Ellen Templar. 14 members were in attendance.

Fill Vacant Board of Directors Seat(s): Jodi Hawkins filed a notice of intent to serve as director of the vacant seat for Far West Sector, and William Force filed a letter of declaration, stating his willingness to serve on the board in a vacant director position. Jodi Hawkins was appointed and seated to the board as Far West Sector Director and William Force was appointed and seated to the board as SailorMan Sector Director.

Reading of the Minutes:

- A **motion** was made by Larry Beveridge that the August 15, 2009 Board of Directors meeting minutes be accepted as written. The motion was seconded by Ellen Templar and approved with eight yeas and one abstention (William Force).

Treasurer's Report: Treasurer Dean Cullop presented a written report indicating the following information for the month ended August 31, 2009, second month of the current fiscal year July 1, 2009 through June 30, 2010:

Total income, Operating Account:	$ 34,424.59
Total expense, Operating Account:	$ 57,520.27
Net loss, Operating Account:	$(23,095.68)

First 2 months of the current fiscal year, July 1, 2009 through June 30, 2010:

Total income, Operating Account:	$ 70,815.78
Total expense, Operating Account:	$ 84,509.24
Net loss, Operating Account:	$(13,693.46)

Mr. Cullop's report also stated: "Currently, unanswered questions from the City of Florence are being explored regarding water, sewer and storm water issues that could drastically affect our future budget considerations."

Committee Reports:

Board Member Training: Chair Larry Beveridge announced that now, with a full complement of board members, a training session will be held and board members will be notified when a date is set.

Building and Grounds:

- To complete the large pool options cost studies, Ellen Templar made a **motion** to approve the expenditure of funds, not to exceed $500, for engineering fees for an estimated cost report from K & A Engineering for the stabilization piers necessary for a pool within a pool. The motion was seconded by Dean Cullop and passed with eight yeas and one abstention (Jodi Hawkins).

***Collections*:** Chair Larry Beveridge reported collecting $900 towards a $2300 debt, mentioned that five members owe the majority of monies due on delinquent accounts and reported on current foreclosures.

- Larry Beveridge made a **motion** to amend item number 2, page 2 of the CVPOC Resolution of the Board of Directors - Collection of Unpaid Charges to read: "There is hereby levied a late fee against any assessment account for any assessment which is not paid in full within thirty (30) days of the date such assessment is due; and any such late fee shall be $25.00 per month or 5% of the unpaid assessment, whichever is greatest." Ellen Templar seconded the motion, which passed unanimously.
- Larry Beveridge made a **motion** to add, as item number 8 on page 3 of the CVPOC Resolution of the Board of Directors - Collection of Unpaid Charges, the following: "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 with eight yeas and one nay (Jodi Hawkins).

New Member Orientation: Chair Jacquie Beveridge reported a new member orientation will be held on Tuesday, October 20, 2009 at 7 p.m.
Policies and Procedures: Chair Jacquie Beveridge reported a committee meeting will be held on Monday, September 21, 2009 to review additional information.

Maintenance Report:
The October 2009 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. Mr. Brooks also presented to the board a report stating figures and suggesting the need to increase the CVPOC basic charge for electricity to "park power" users to stay even with the increased Central Lincoln basic charge assessed to CVPOC for each transformer user by "park power" lots.

- Ellen Templar made a **motion** to increase the basic charge assessed to CVPOC "park power" customers to $5.64 per customer per month to stay even with current Central Lincoln basic charge expenses to CVPOC, and to include an automatic fee adjustment, to be calculated on a semi-annual basis, to reflect changes in the number of "park power" users and Central Lincoln rates. Richard Duske seconded the motion, which passed unanimously.

Old Business:
1) ***Swimming Pool Hours***: In reference to an approved motion regarding swimming pool evening closing hours of 8 p.m. at the August 15, 2009 Board of Directors meeting, mention was made that, to accommodate facility closing hours of 8 p.m., the swimming pool closes evenings at 7 p.m.
2) ***Lot 109 - Complaint:*** Larry Beveridge reported that on the advice of CVPOC's attorney, as requested by the board, a complaint concerning a greenbelt matter on Lot 109 (which greenbelt has not been in existence since before the purchase of the lot by the current owner) will not be pursued at this time due to a lack of written materials outlining events/agreements regarding the greenbelt in conjunction with ARC approval for construction of a fence.
3) ***Lot 154 - ARC Violation:*** ARC representative Ginger Anderlohr reported that in response to a "Notice of Violation and Intent to Fine" letter sent to the owner of Lot 154 regarding construction of a fence without prior ARC approval, the owner submitted an application and ARC inspected the project, including greenbelt concerns, found the project to be in compliance and approved the application.

- Larry Beveridge made a **motion** to send notice to the owner that the fine will not be assessed. The motion was seconded by Ellen Templar and passed unanimously.

4) ***5 Year Plan for 2009-2014:*** (See item #6 under New Business for related information).
5) ***Transfer of Funds from Major Maintenance to Operating:*** Jacquie Beveridge presented a letter of opinion, as requested by the board, from both CVPOC's attorney and accountant regarding the transfer of $40,000 from the operating account to the major maintenance and replacement account per board approval of November 15, 2008. Both the attorney and the accountant opined that, because the reserve study was not in place at the time, the transfer was done prematurely and was not in compliance with ORS §94.595. The board voted at the August 15, 2009 board meeting to transfer the $40,000 back to the operating account after professional consultation.

New Business:
1) ***Appoint ARC Chairperson:*** Georgia Dame resigned the position of ARC Chairperson effective August 19, 2009. Keith Davidson has volunteered to serve as ARC Chairperson.

- William Force made a **motion** to appoint Keith Davidson as the Chair of the Architectural Review Committee. The motion was seconded by Denise Crowe and passed with eight yeas and one nay (Richard Duske).
- William Force made a **motion** to appoint Linn Duske, Shirley Hunt, Ginger Anderlohr and Amy Winter-Miller as Architectural Review Committee members. The motion was seconded by Ed Groshens and passed unanimously.

2) ***Grass for Volleyball Area:***

- Ellen Templar made a **motion** to purchase low maintenance grass seed for the volleyball area at a cost of $129. The motion was seconded by Nelda Graf and failed unanimously.

3) ***Policies & Procedures:*** Jacquie Beveridge, Chair, Policies and Procedures Committee, presented proposed changes to the following: Notice of Violation and Intent to Fine; Stop Work Order; Elections cover letters, declarations of candidacy forms, ballots, return envelope for declaration of candidacy forms, return envelope for ballots and the ballot mailing for Director-at-Large.

- A **motion** was made by Jacquie Beveridge that the revised documents as presented by the Policies and Procedures Committee be adopted by the Board of Directors and approved. The motion was seconded by Ellen Templar and passed with six yeas, two nays (William Force and Richard Duske) and one abstention (Jodi Hawkins).

4) ***Review of CC&R's and Bylaws:***

- Richard Duske made a **motion** to hire the law firm of Vial Fotheringham, at a cost of $750, to review and analyze Coast Village's CC&R's and Bylaws for compliance with current state law. The motion was seconded by Dean Cullop and passed unanimously.

5) ***Village Meeting:*** Jacquie Beveridge announced that a Village Meeting will be held on Thursday, October 22, 2009 at 7 p.m. with Florence Chief of Police Maurice Sanders as guest speaker.

6) ***Reserve Study Software Purchase & Implementation:*** Ellen Templar and Ed Groshens reported on WinReserve, a reserve study computer software developed for the analysis of homeowner association reserve funds.

- Ellen Templar made a **motion** to purchase and utilize the WinReserve software at a cost of $450 plus an annual cost of approximately $450 for updates. Denise Crowe seconded the motion, which passed unanimously.

7) ***Personnel Matters:*** Discussion to be held in Executive Session.

Adjourn to Executive Session:

The Board of Directors adjourned to Executive Session at 11:50 a.m. to discuss personnel matters.

Reconvene to Regular Meeting:

The regular session of the Board of Directors meeting was reconvened at 12:20 p.m. by President Jacquie Beveridge.

1) ***Item No. 7 - New Business Continued: Personnel Matters (from Executive Session:*** Jacquie Beveridge announced the Executive Session pertained to the matter of staff salary increases, and reported the board requested to table the matter until the October 17, 2009 board meeting to allow time to obtain additional information regarding water and sewer rates currently under discussion with the City of Florence.

Good of the Order:

Member Ginger Anderlohr suggested that the board meeting agenda be posted outside the CVPOC post office in the message board with the meeting notice.

Adjournment:

- Larry Beveridge made a **motion** to adjourn the Board of Directors meeting at 12:25 p.m. Dean Cullop seconded the motion, which passed unanimously.

Denise Crowe
Denise Crowe, Secretary

11/23/09
Date

Jacquie Beveridge
Jacquie Beveridge, President

11/23/09
Date