

COAST VILLAGE PROPERTY OWNERS CORPORATION
BOARD OF DIRECTORS MEETING
MARCH 18, 2023
APPROVED MINUTES

Prepared by Glenn Singley, Secretary

The March 2023 BOD Meeting was called to order in the Coast Village Sand Lot Room at 10:05 am by President Jay Guettler.

A quorum was established with President Jay Guettler, Treasurer Dory Hethcote, Secretary Glenn Singley, and Director Ila Mae Robinson. Absent - Vice President Diana Newman, Director Tashi Fonteyn, and Director Tommy Brunetto.

Others in Attendance: Park Operations Manager Carlla Van de Vyver; Lot Owners: David Cox Lot 159, Kathee Melahn Lot 23, Tom Melahn Lot 23, Joan Muir Lot 241, Maggie McVey Lot 225, and Sue Foss Lot 259; via Zoom: Lisa Von Wald Lot 86

Motion to approve the agenda. Motion by Dory, seconded by Ila Mae. Motion passed unanimously.

Jay thanked Ben Davidson for his previous work as meeting scribe and announced that Heidi Davis is taking over the scribe responsibilities. Her daughter, Heather, is filling in this meeting.

Glenn read the January 2023 minutes. **Motion** to approve the minutes as corrected. Motion by Dory, seconded by Ila Mae. Motion passed unanimously.

REPORTS

Treasurer – presented by Dory. **Motion** to approve Treasurer's Report. Motion by Dory, seconded by Glenn. Motion passed unanimously.

Park Operation Manager – presented by Carlla.

Architectural Committee – 1st portion presented by Jay. **Motion:** Appoint Kathee Melahn as ARC Chairperson. Motion by Dory, seconded by Glenn. Motion passed unanimously. 2nd portion presented by Kathee. **Motion:** Approve fence application for Lot 159. Motion by Glenn, seconded by Dory. Motion passed unanimously. Glenn thanked Jay for filling in as ARC Chair. Kathee thanked the Board for appointing her as ARC Chair.

Activities Committee – no report given.

Elections Committee – presented by Ila Mae. Ila Mae mentioned that she will be stepping down as Election Chair after the Annual Meeting and that Noel Smith is willing to step in as Elections Chair.

Break at 11:20 am

Return at 11:26 am

OLD BUSINESS

1. **Rental Policy** – The person in charge of the group has moved out of the Village. Subject to be re-addressed in the June meeting.
2. **Fine Schedule Review** – tabled until June meeting.
3. **Define Excavation Motion – Motion:** Amend motion from January 21, 2023 BOD meeting regarding Construction. *Replace* “Damage to roads, greenbelts, etc., is the responsibility of the lot owner and shall be corrected promptly. Failure to repair the damaged area in a timely manner will result in CVPOC making the repair and assessing the lot owner for the costs.” To “Damage to roads, greenbelts, etc., is the responsibility of the lot owner. CVPOC will make any repairs and assess the lot owner for the costs. ”Motion by Glenn, seconded by Dory. Motion passed unanimously.
4. **CVPOC Private Property Trespass** – Our attorney stated that it is not CVPOC’s responsibility to report private lot trespassing violations. His actual response:
Ultimately it is not the Association’s responsibility to monitor or prevent trespassing by other owners or 3rd parties on individual lots. This conduct falls beyond the scope of violations of the Association’s governing documents. Even if the Association observes the trespassing, it would be the individual lot owners’ responsibility to report it to the authorities or file a civil suit. While the Association could notify the lot owner if this behavior is observed, the Association should not be the one to notify the police.
5. **ARC P&P – Motion:** Approve ARC Policies and Procedures dated January 2023 with the addition of “or general membership vote.” to the last sentence under Policies and Procedures on page 2. Motion by Glenn, seconded by Dory. Motion passed unanimously.

NEW BUSINESS

1. **Motion:** Transfer \$1,548.75 from Reserve to Operations for Business and Maintenance office repairs. Motion by Dory, seconded by Ila Mae. Motion passed unanimously.
2. **Motion:** Transfer \$2,950.36 from Reserve to Operations for Sand Lot Room repairs. Motion by Dory, seconded by Ila Mae. Motion passed unanimously.
3. **ARC** – Lot 225 gate approval. Withdrawn by lot owner.
4. **Review of Legal Opinion** – Our attorney stated that complaint letters do not need to be read out loud in BOD meeting, only referenced. All Board members must have a copy of the complaint for discussion if needed. Confidential matters can be dealt with in Executive Session. His actual response:
The Board is not obligated to read a complaint letter at a public meeting. However, when the Board considers the letter in a Board meeting, it can be done in an executive session as long as no decisions are being made in the executive session. You are correct that at the open Board meeting, the Board could reference the date and sender of the letter with the subject matter instead of reading the letter in its entirety. As long as the directors have had the opportunity to read it themselves, this limited discussion would be sufficient to allow the Board to decide on the complaint.
5. **Legal Opinion Database** – Jay thanked Glenn for putting together a database of previous legal opinions from our attorneys.

6. **R&R Fine Addition – Motion:** Add \$100 fine to the Rules & Regs for violation of City Code 6-6-070: FEEDING WILD ANIMALS PROHIBITED. Motion by Glenn, seconded by Dory. Motion passed unanimously.
7. **BOD Meeting Frequency – Motion:** BOD to meet once per quarter effective immediately. Motion by Dory, seconded by Ila Mae. Motion passed unanimously.
8. **Discussion of New Elections Calendar** – covered during Elections Committee report.
9. **Director’s Attendance Issue** – Discussion about removing a Director due to absenteeism, possible topic for Annual Meeting action.

GOOD OF THE ORDER

1. **Dave Cox, Lot 159** – Concerned about invasive old growth ivy. A motion was passed by the BOD in April 2018 about ivy and scotch broom removal. Dave was asked to provide POM with specific locations of the ivy for her to investigate.
2. **Additional Speed Sign** – POM mentioned that there has been a request to purchase an additional radar speed sign. After discussion, no need to spend the money, just relocate some of the existing mounting brackets.
3. **Dave Cox, Lot 159** – Asked about road that floods on Outer Drive around Lots 61 and 63. POM stated that she has a plan in place.
4. **Sue Foss, Lot 239** – Concerned about bicycles riding in the wrong direction. A notice will be placed on the reader board at the mailroom. She is also concerned about people driving on her lot.
5. **Joan Muir, Lot 241** – Would like to know if she needs city approval to build a partial concrete driveway. It was suggested she contact the City.

Break at 12:31 pm

Entered Executive Session at 12:36 pm

Returned from Executive Session at 12:47 pm

Executive Session Purpose: Personnel matters.

Motion: Accept decision discussed in Executive Session. Motion by Glenn, seconded by Dory. Motion passed unanimously.

ADJOURNMENT: Motion by Ila Mae, seconded by Dory. Motion passed unanimously. Meeting adjourned at 12:49 pm.