COAST VILLAGE PROPERTY OWNERS CORPORATION
BOARD OF DIRECTORS MEETING
November 15, 2023
Approved Minutes
Prepared by Glenn Singley, Secretary

The November 2023 BOD Meeting was called to order in the Coast Village Sand Lot Room at 9:02 a.m. by President Roger Emigh.

A quorum was established with President Roger Emigh, Vice President Dave Cox, Treasurer Dory Hethcote, Secretary Glenn Singley, and Directors Tommy Brunetto, Nancy Brock, and Ila Mae Robinson.

Others in Attendance: Park Operations Manager Carlla Van de Vyver; Lot Owners: Elsie McKeand Lot 247, Linda Landini Lot 250, Rebecca Brunetto Lot 125, Lisa Von Wald Lot 86, Jay Guettler Lot 144, Joan Muir Lot 241, and Tom Yates Lot 253 (arrived during the meeting).

The agenda was approved without objection.

Glenn read the October minutes. Minutes were approved without objection.

REPORTS

Treasurer – presented by Dory. **Motion:** transfer $10,000 from reserve to operations for sewer project. Motion by Dory, seconded by Ila Mae. Motion passed unanimously.

Park Operation Manager – read by Carlla. Carlla also applied for employee retention grant money, and in January we will be receiving $5,125.12. This is grant money that is ours and does not have to be repaid.

Architectural Review Committee – read by Nancy.

Activities Committee – read by Carlla.

Elections Committee – no report.

ACTIONS WITHOUT A MEETING – None.

OLD BUSINESS

1. **Rental Policy** – Update from POM. No action taken. Tabled for some time in the future. Do not want to spend the money at present.
2. **Board Meeting Schedule** – New schedule will be January, March, May, and June; all meetings and workshops starting at 9:00 a.m. Meetings will be on the third Saturday of each month, with the exception of May, which will be the second Saturday. Workshops will be the Wednesday prior to the meeting.
3. **CC&R Amendments** – Fiscal year and rental cap – update from POM. **Motion:** authorize POM to spend money for attorney's fees to amend CC&R bylaws for fiscal year modification. Motion by Dory, seconded by Ila Mae. Motion passed unanimously. Rental cap update covered in Old Business #1.

4. **Approval of Tree Removal from GB Areas** – No arborist will accept liability for verifying whether a tree is safe or dangerous. **Motion**: Any replacement tree in greenbelt must be at least 6 feet tall when planted, with soil enhancements. Motion by Tommy, seconded by Dory. Motion passed unanimously.
5. **Greenbelt** – Discussion withdrawn.
6. **ARC P&P Clarification** – updates to ARC P&Ps due to some changes. ARC is currently working on revision to the policies and procedures.
7. **Coast Village Neighbors Facebook Page** – Discussion. No action taken.

NEW BUSINESS

1. **Soft Top Carports** – No action taken.
2. **Complaints** – Aggressive dog walking behavior on CV roads. POM to issue fine.
3. **Sewer Complaint Lot 142** – POM will write letter to Lot 142 owner requesting they fix the sewer issue within 48 hours or a $1,000 fine will be levied.

GOOD OF THE ORDER

1. Joan Muir Lot 241 recommended a checklist about how to hire a home healthcare person. She is going to provide that checklist to the POM for the newsletter.
2. Jay Guettler Lot 144 requested the secretary provide a Microsoft Word version of the ARC policies and procedures to be sent to the ARC email.
3. Website Updates – Glenn read a complaint received by email about updating Coast Village website information. Glenn stated he was negligent in doing that and apologized and will do better in the future.

11:10 a.m. – Motion to go into Executive Session. Motion by Dory, seconded by Nancy. During Executive Session Directors Ila Mae Robinson and Nancy Brock left due to scheduling issues. Executive Session closed at 12:31 p.m.

12:32 p.m. – Returned to Open Meeting

1. **Motion:** promote Ben Davidson to Facilities Manager at compensation discussed in Executive Session, with a starting date of January 1, 2024. Motion by Dave, seconded by Dory. Motion passed unanimously.
2. **Motion:** accept holiday bonuses as discussed in Executive Session. Motion by Tommy, seconded by Dave. Motion passed unanimously.
3. **Motion:** accept payroll increase as discussed in Executive Session. Motion by Dory, seconded by Glenn. Motion passed unanimously.

ADJOURNMENT: Motion by Glenn, seconded by Tommy. Motion passed unanimously.

Meeting adjourned at 12:33 p.m.