CVPOC BOARD OF DIRECTORS MEETING
May 21, 2011

Call to Order: The CVPOC Board of Directors meeting was called to order on May 21, 2011 at 10:00 a.m. by President Chris Lampropulos. A quorum was present consisting of the following Directors: Ginger Anderlohr, Doug Barrow, Charles Dunlap, Nelda Graf, Mary McGann, Michael O'Harrow and Melba Reinke. President Lampropulos turned the meeting over to John Mawhinney to facilitate.

Reading of the Minutes:
Ginger Anderlohr requested the April 16, 2011 Board of Directors meeting minutes be amended to add the following under "Committee Reports: Elections": "Ginger Anderlohr stated that she would be resigning after the June board meeting, so there would be three vacant Director positions open for the July election."

- Mary McGann made a **MOTION** to amend the minutes of the April 16, 2011 Board of Directors meeting minutes as distributed to include Ginger's statement of resignation, and to approve the minutes as amended. The motion was seconded by Doug Barrow and passed unanimously.

Treasurer's Report: The Treasurer's Report and financial information for the month ended April 30, 2011 and the current fiscal year to April 30, 2011 was presented by Treasurer Melba Reinke.

Committee Reports:
CC&R's & Bylaws: A written report was submitted by Chair John Mawhinney as follows: "There were no meetings of the CC&R's & Bylaws Committee in the past month. The committee will schedule and post a meeting date for later in May to start the process of updating the Coast Village Rules and Regulations to include new provisions of the bylaws revisions and other issues. The committee is looking for volunteers to help in the process."

Communications Committee: A written report was submitted by committee members as follows: "While there have been no official meetings of the Communications Committee, there have been numerous contacts between the members to review documents for publication. The lack of a chair has hampered our operation and we are seeking a volunteer to fill that position. The committee has reviewed a number of items for the newsletters and instigated the publishing of a number of "Notices" on the website: An update on the water project, a report on the large pool fill bid progress, a report on the Zoning Committee's activities. We believe that the use of the bulletin boards and the website should be expanded to provide homeowners with a source of Village activities between board meetings and monthly newsletters. Since the information on the website and bulletin boards is somewhat restricted, it is recommended that the Communications Committee continue to be used to review all proposed postings for suitability. A committee meeting will be scheduled and posted in the latter part of May to discuss and review communications issues."

Facility Management:

Pool Subcommittee: A written report was submitted by Chair Peg Mawhinney as follows: "The subcommittee on the pool met three times in April. The co-chairs, Peg Mawhinney and Mary McGann, were in attendance. There were numerous telephone calls and e-mail communications. The topic under discussion was the bids for the filling of the pool. We went over the previous bids and prepared a letter to send to the contractors who had shown an interest in filling the pool. We had the information concerning the pool issue placed on the bulletin board and on the notice section of the website and mailed to all board members. We sent out the request for bids on April 29, 2011. We requested a sealed bid be returned by May 13, 2011. We ask that construction begin on or about June 1 and be completed by July 15. The committee recommends that the board approve the award of the contract at the May meeting and authorize the expenditure of necessary funds to provide for completion on the schedule listed above."

Financial Management:

Collections Subcommittee: Melba Reinke reported for Chair Chris Lampropulos that there were no accounts over 90 days past due as of April 30, 2011.

Budget Subcommittee: Diana Glasgow reported for Chair Melba Reinke that there is good financial news this month. The completed repair and upgrade of the Coast Village water system is resulting in a continuing drop in our water usage. (See the Water Consumption chart at the bottom of the April 30 Treasurer's Report.) Our water/sewer bills as of April 30, 2011, are $58,000 under budget for the fiscal year. The speedy water system repair and upgrades came in under budget and years ahead of schedule, thanks in large part to our maintenance crew completing a great deal of the labor themselves this winter. We spent about $59,000 on the project, including $5,940 on the water pressure control valve. The asphalt repairs are the only aspect of that project incomplete at this time. The repair of the water leaks immediately began saving us money so it has not been necessary to raise dues or make a special assessment in order to meet the problem. There has been a balance in savings and expenditures.

5 Year Plan/Reserve Study Subcommittee: Chair Diana Glasgow reported that the Reserve Study is near completion and will help the Budget Committee in preparing its recommendations for next fiscal year (7/1/11–6/30/12). Diana and Terri have re-worked the Budget Report so that it includes the Difference in Actual versus Budget. This year the Budget Committee plans to detail in the Budget not just Operating Expenses, but also expected major repairs as scheduled under the 5 Year Plan. Since we have depleted the Reserve Funds by about $26,000 to date, the Committee's recommendations will likely include a transfer of funds from the Operating Account to the Major Maintenance/Reserve Account.

Zoning: Chair Ginger Anderlohr reported the committee is expecting to hear from Melissa Anderson, Associate Planner with the City of Florence, by the end of May with a final draft for the zoning of Coast Village which will go to the Planning Commission for their next meeting to be held on June 21, 2011 at 6:00 p.m. at Florence City Hall.

Maintenance Report:

The June 2011 personnel work schedule and maintenance projects list were presented to the board. A report of projects completed by maintenance over the past month, prepared by Maintenance Supervisor Frank Brooks, was presented to the board and to attending members.

Diana Glasgow reported Frank Brooks has prepared shut-off valve location maps for the main waterlines in Coast Village.

A request was made by a member to have the timer on the sauna repaired.

Old Business:

1) ***Inspection of Satellite Bathroom:*** Doug Barrow reported the board has decided the men's bathroom needs to be redone and that specifications need to be drawn up for the project; the committee expects to have plans prepared for the next board meeting.

New Business:

1) ***Waiver of Age Restriction for Placement of Dwelling Unit:*** A request to waive the age restriction for placement of a 1993 travel trailer on Lot 150 Outer Drive was presented to the board following the denial of the application by the Architectural Review Committee.

- Ginger Anderlohr made a **MOTION** to deny the request from Joyce Middleton to place a renter's trailer on Lot 150 Outer Drive due to the age of the trailer. The motion was seconded by Charles Dunlap and passed unanimously.

2) ***Declaration of Candidacy Forms:*** Ginger Anderlohr, representing Elections Committee Chair Ila Mae Robinson, requested a decision by the board for the wording to be used on the Declaration of Candidacy forms regarding proof of ownership to be in compliance with the current bylaws: to either remove the reference to the bylaws (§4.5.a) or add a box to be checked that proof of ownership is currently documented by Coast Village, therefore eliminating proof to be provided at the time of filing for individuals who have previously served as board members; First time candidates will provide proof of ownership with the Declaration of Candidacy form. The board secretary will verify proof of ownership for Coast Village board candidates.

- Ginger Anderlohr made a **MOTION** to add a box or boxes to the Declaration of Candidacy form stating

whether they currently have proof of ownership in the office or they are providing proof for candidacy. The motion was seconded by Nelda Graf and passed unanimously.

3) ***Bids to Fill Large Pool:***

- A **MOTION** was made by Nelda Graf to discuss bids received for filling in the pool. The motion was seconded by Ginger Anderlohr and passed unanimously.
- A **MOTION** was made by Mary McGann to accept the bid from McKenzie Excavating ($15,103). The motion was seconded by Ginger Anderlohr and failed with 5 nays and 2 yeas.
- A **MOTION** was made by Michael O'Harrow to approve the contract with Ray Wells, Inc. for $11,705 and to appoint the officers of the corporation to finalize the contract to ensure inclusion of filter fabric, protection of the deck, a satisfactory method of filling the hole in the side of the pool and the work must meet the requirements of the city permit; the re-negotiated bid not to exceed the bid by McKenzie Excavating. The motion was seconded by Doug Barrow and passed unanimously.
- A **MOTION** was made by Ginger Anderlohr to proceed with acquiring a permit to fill the pool. The motion was seconded by Doug Barrow and passed unanimously.

Correspondence:

(None)

Good of the Order:

Mary McGann presented a recommendation from Larry Phillips, Co-Chair of the Facility Management Committee, to give the maintenance crew a bonus for their work on the water project.

- Michael O'Harrow made a **MOTION** to give each maintenance employee a $500 bonus. The motion was seconded by Nelda Graf and passed unanimously.

Adjournment:

The meeting was adjourned at 11:20 a.m.

Mary A. McGann
Mary McGann, Secretary

09/01/11
Date

Chris Lampropulos
Chris Lampropulos, President

Date