CVPOC BOARD OF DIRECTORS MEETING
June 18, 2011

Call to Order: The CVPOC Board of Directors meeting was called to order on June 18, 2011 at 10:00 a.m. by Vice President Albert Gelmstedt. A quorum was present consisting of the following Directors: Ginger Anderlohr, Doug Barrow, Charles Dunlap, Nelda Graf, Mary McGann (telephonically), Michael O'Harrow and Melba Reinke. President Chris Lampropoulos was absent. Vice President Albert Gelmstedt turned the meeting over to John Mawhinney to facilitate.

Reading of the Minutes:

- Melba Reinke made a MOTION to accept the minutes for the Board Meeting of May 21, 2011 as presented. The motion was seconded and passed unanimously.

Treasurer's Report: Treasurer Melba Reinke reported the following: Coast Village is doing quite well financially at this time. At the end of May there was $65,705 in the Operating Fund Account and $112,198 in the Reserve Funds. There will be NO INCREASE necessary in dues during the next fiscal year. Our draft Budget for the next fiscal year is a balanced one. We are also pleased that the Reserve Study is completed.

After the Treasurer's Report, Treasurer Melba Reinke requested that Jean Murphey of Coast Insurance Services be allowed to speak next to present the renewal information for the liability/umbrella and vehicle insurance policies which expire June 30, 2011. Ms. Murphey made her presentation and answered questions from the Board and the members concerning the various policies.

- Melba Reinke made a MOTION to approve the presented liability insurance policies for renewal, except to request an increase to $25,000 in coverage for employee dishonesty/criminal liability. The Motion was seconded by Ginger Anderlohr and passed with 6 yeas and 1 nay from Charles Dunlap.

Committee Reports:

Activities Committee: *See 1st page of July newsletter for full report.*
CC&R's & Bylaws: No activity for the month.
Communications Committee: The Communications Committee is still in need of a Chairman. There was no activity report made.
Facility Management: Co-Chair Larry Phillips tendered his resignation in writing.
Water Subcommittee: Chair Dennis McMackin tendered his resignation in writing.
Pool Subcommittee: Chair Peg Mawhinney reported that she met with Maintenance Supervisor Frank Brooks and discussed the small pool and an evaluation of anticipated needs to maintain the pool. Currently it will require tile and curbing replacement this fall. The contract to fill the large pool was awarded on June 6 to Ray Wells, Inc of Florence. Work began on the 14th of June and was completed the 17th. The committee is researching the purchase of artificial grass. There has been input by one person for a hot tub and one person for a garden. More input is requested.
Financial Management:
Collections Subcommittee: Melba Reinke reported for Chair Chris Lampropulos that there was only one account over 90 days past due as of May 31, 2011, for a total of $221. Doug Barrows reported there was a need for another person on the Collections Committee. Collection Committee will wait until July before taking action on the 90 day past due account.
Budget and 5-Year-Plan/Reserve Study Subcommittees: The committees met in combined session on June 13 at 11:00 am with the following committee members present: Melba Reinke, Chair of Budget, Diana Glasgow, Chair of 5-Year Plan/Reserve Study Committee, Jason Wilson, and Lowell McGann. A budget has been drafted for presentation to the Board of Directors at the June 18, 2011 meeting for possible approval. The Reserve Study is complete and was presented under New Business.
Elections: Ila Mae Robinson, reported that declarations for the annual election of President and 3 Board of Directors members were mailed on June 3rd with a return date and time of June 17th at 3:00 p.m. Four declarations were returned, all for Board members. No declaration was returned for the position of

President. Applications were from: Diana Glasgow, Peg Mawhinney, Charles Dunlap and Doug Barrows. Ballots will be mailed on June 27th with a return date and time of July 13th at 3:00 p.m.

Architectural Review Committee: Several approvals were granted by the ARC Committee this month and several complaints are still under investigation. It has come to the attention of the ARC that there is a problem with the filing system in the CV Office. When ARC is required to approve a new application and in some cases to see if a survey was completed on the lot, it is necessary to go through multiple folders on some lots. We need to be sure that all owners' folders are checked for the required information, not just the current owner's folder. It was suggested this be referred to the Personnel Committee.

Zoning: Chair Ginger Anderlohr reported the committee is expecting to hear from Melissa Anderson, Associate Planner with the City of Florence, soon 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 28, 2011 at 7:00 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. *A more complete report can be seen in Frank's Corner in the July Newsletter.*

Old Business:

Satellite Bathroom: Doug Barrow reported specifications were drawn up for the satellite bath repair project.

- Charles Dunlap made a motion to approve expenditures not to exceed $500.00 for paint, new toilet and other maintenance required. The motion was seconded by Doug Barrow and was passed unanimously.

New Business:

1) New windows for adult lounge: A presentation was made by Sherry Read, Activities Chairman, to replace two windows in the Adult Lounge with opening windows to help with ventilation.

- Ginger Anderlohr made a MOTION to approve installation of two double pane windows with slide openings in the clubhouse Adult Lounge using Activity Committee funds, with installation by maintenance staff, as soon as possible. Motion was seconded by Doug Barrow and was passed unanimously.

2) CV umbrella/liability/auto insurance renewal: *See the Treasurer's report above.*

3) Water/sewer rebate from City of Florence: The Board is in continued discussion with the City of Florence concerning a possible rebate on our sewer fees.

4) **Draft Reserve Study for FYE 6/30/1012.** Diana Glasgow read the law covering transfer of funds and it is on file in the office. The Reserve Study indicates that Coast Village is 20% funded. Coast Village currently has $105,000 in the Reserve Fund and it is recommended that an additional $25,000 be transferred into Reserves from Operational Funds, for a total of $130,000 in Reserve at the beginning of fiscal year 2012. No increase in monthly dues is requested.

- Melba Reinke made a MOTION to approve an additional $5.00 be moved into the Reserve Fund from each owner's monthly dues, effective July 1, 2011. (Amount increases from $20/mo to $25/mo - no dues increase) Seconded and approved unanimously.
- Melba Reinke made a MOTION to transfer $25,000 from Operating Funds to the Reserve Fund before the end of the fiscal year, June 30, 2011, based on the Reserve Fund Study and the 5 Year Plan. Seconded and approved unanimously.

5) **Draft Budget and 5 year plan for FYE 6/30/1012:** Diana Glasgow presented the proposed draft Budget for FYE 6/30/2012 and the 5 Year Plan.

- Melba Reinke made a MOTION to accept the 5 year plan for the fiscal year beginning July 1, 2011 as

presented. It was seconded by Albert Gelmstedt. It passed with seven aye votes and one nay.

- Melba Reinke made a MOTION to approve the FY2011-2012 Budget as presented to the Board. It was seconded and approved by a vote of 7 ayes and one nay.

6) Possible Hiring of General Manager: Sherry Read requested the Board study the feasibility of hiring a General Manager.

- Melba Reinke made a MOTION to set up an Ad Hoc Committee under the Personnel Committee to evaluate the possibility of hiring a general manager and report to the Coast Village Board. Seconded and approved by 5 votes aye and 3 votes nay.

7) Water Project Bonus: The Board discussed the Water Project bonus. No action was taken.

8) Room Reservation: The Board received a reservation request for the Clubhouse Lounge for a family gathering on July 3rd, from 10am to 4pm.
MOTION by Ginger Anderlohr to accept the reservation, seconded and approved unanimously.

9) Melba Reinke requested reimbursement for $105.00 for Coast Village expenses, $75.00 for a parting gift for Terri, former long time office manager and $30.00 for attendance cost for the HOA Education Seminar.

- MOTION for approval by Albert Gelmstadt, seconded and passed unanimously.

10) The Board, after some discussion of the issue, directed the Communications Committee to evaluate the sound system in the Adult Lounge used for Board Meetings and to make recommendations to the Board for improvements.

- MOTION by Ginger Anderlohr, seconded and approved unanimously.

Correspondence:
The Board received communication from:
Chris Lampropoulos regarding the zoning discussion currently being conducted with the City of Florence.
Larry Phillips resigning from the Co Chair position of the Facility Management Committee
Dennis McMackin resigning as the Chairman of the Facility Management Committee sub-committee Water Study Project
Ginger Anderlohr resigning as a member of the Coast Village Board of Directors and Chair of the ARC Committee effective 19 June 2011. Ginger will remain Chair of the Ad Hoc Zoning Committee.

Good of the Order: No activity

Adjournment: The meeting was adjourned at 12:30 PM.

Mary McGann, Secretary — Date 09/01/11

Albert Gelmstedt, Vice President — Date 9-9-11