# CVPOC BOARD OF DIRECTORS MEETING
## August 20, 2011

**Call to Order:** The CVPOC Board of Directors meeting was called to order on August 20, 2011 at 10:00 a.m. by President Mary McGann. A quorum was present consisting of the following Directors: Doug Barrow, Charles Dunlap, Peg Mawhinney, Mary McGann, Michael O'Harrow and Melba Reinke.

**Appoint New Director:**
Melba Reinke made a MOTION to accept Albert Gelmstedt as a Board Director for the term 2011-2012. The motion was seconded and unanimously approved.

**Elect New Vice President and Secretary:**
Melba Reinke MOVED TO NOMINATE Albert Gelmstedt for Vice President and he was unanimously elected. Melba Reinke MOVED TO NOMINATE Peg Mawhinney for Secretary. Peg first declined the nomination since she is not a year-round resident, and then accepted the nomination on condition there would be assistance during the six months she is out of state. The board voted unanimously to accept these conditions and elect Peg Mawhinney as Secretary.

**Membership Input on Agenda Items:**
Susan Dukes, owner of Lot #194, requested to know why we were using a contracted stenographer for recording secretary. It was explained that there was not a member volunteer available to take the minutes, so it was decided to contract a professional on a trial basis.

**Reading of the Minutes:**
Melba Reinke made a MOTION to amend the minutes of the July 16, 2011 Board of Directors meeting as presented by striking the words "and will be included as correspondence" in the Correspondence section and then to approve the minutes as amended. The motion was seconded by Peg Mawhinney and passed unanimously.

**Treasurer's Report:**
The Treasurer's Report and financial information for the month ended July 30, 2011 was presented by Treasurer Melba Reinke. All accounting information for the Fiscal Year ending 6/30/11 has been taken to the accounting firm Davis, McCulloch & Holloway, LLC anticipating the Annual Review financial statements will be available by the September Board of Directors meeting.

**Committee Reports:**
***Activities Committee:*** Still in need of a Chair. If there is a host for it, Coffee Perk-up will be held on Wednesday's at 10:00 am. Volunteers needed to make the coffee and buy the donuts. When announced, movies will be shown in the Adult Lounge Wednesday at 6:30 pm. free popcorn. Bring your own drinks.

***Architectural Review Committee (ARC):*** Albert Gelmstedt, Chair, reported that two permits were issued for placement of travel trailers and one for the replacement of a shed.

***CC&R's & Bylaws:*** A written report was submitted by Chair John Mawhinney as follows: "The Committee has met on three occasions to consider changes in the CV Rules and Regulations. Committee members are Ila Mae Robinson, Mary McGann, Jim Read, and the chairman, John Mawhinney. We will continue to meet each week, usually on Wednesdays after the Coffee Break in the Adult Lounge until a draft is available for presentation to the board."

***Communications Committee:*** No report. Diana Glasgow, owner of Lot #138, volunteered to be chair of the Communications Committee. Mary McGann stated that this is improper since Diana is already acting as webmaster for the website. Peg Mawhinney nominated John Mawhinney to be Acting Chair of the Communications Committee and he was approved in a 4-2 vote, with Melba Reinke and Charles Dunlap voting against.

***Elections Committee:*** No activity to report.

***Facility Management:*** See Maintenance Report.

***Pool Subcommittee:*** A written report was submitted by Chair Peg Mawhinney as follows: "Meeting was held on August 13, 2011 and attended by Peg Mawhinney, Chair, Doug Barrow, and Mary McGann. We discussed the issue of closing the pool for the season on September 15, 2011 and opening the pool on May 15, 2012... because of the cost factor of using the pool during the months of April and October. Last fiscal year's costs for these months were: Oct 2010 propane $1997, April 2011 propane $2996. The use of the pool in October 2010 was 91 times, for April 2011 it was used 52 times." The Pool Committee will meet again on September 10 at 10 a.m. and invites anyone to attend who has suggestions for landscaping the former large pool area.

***Financial Management:***
***Budget and 5-Year-Plan Subcommittees:*** Treasurer Melba Reinke reported that the Budget and 5-Year-Plan Subcommittees will be meeting in the near future to review the possible need for adjustments to the current budget and 5-Year-Plan. Anyone who has input or suggestions which are pertinent to the budgets is invited to contact the Treasurer or CVPOC office with written information so committee members may be prepared to consider adjustments.

***Personnel Committee:***
Mary McGann, Chair, reported that the Personnel Committee met on August 11 and heard a presentation by the Ad Hoc Subcommittee on Possible Hiring of a Park Manager.

***Ad Hoc Subcommittee on Possible Hiring of a Park Manager:*** Paula Harrison reported to the Board on what the Subcommittee has found so far on the feasibility of hiring a Park Manager. There are three umbrella options: Self management (Board), new onsite-manager, or a management company. There is the possibility of contracting out services like janitorial services, maintenance, grounds keeping, garbage pickup, and personnel. Mary stated that she does not believe we have enough information to make a decision. She asked the Board if they objected to having the Ad Hoc Subcommittee continue with their research and there was no objection. Sherry said the goal is to be finished with the report by the next Board meeting. Peg suggested that a workshop would be a more appropriate setting for discussion and sharing on this topic. Mike O'Harrow stated that accurate cost analysis is critical for the Board to seriously consider this

***Zoning:***
John Mawhinney reported: "The negotiations with the City of Florence continue. The Zoning Committee met and had suggestions which have been forwarded to the City and to CV's attorney. We'll be meeting again soon with the City to finalize the City's Coast Village Zoning District proposal. When that's done, we'll make sure it gets posted for everyone to see, review and ask questions. On Tuesday, September 13, 7:00 PM at Florence City Hall, the City of Florence Planning and Zoning Committee will meet to hear recommendations and suggestions before submitting their proposal to the City Council. We hope that many Coast Villagers will attend."

**Maintenance Report:**
The September 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.

**Old Business:**
***Need Chairs for New Owners Orientation and Communication Committees.*** Discussed during committee reports.

***2) Water/Sewer Credit from City of Florence:*** The City of Florence has offered and the Board of Directors of Coast Village unanimously accepted a sewer charge credit to offset the large sewer charges we paid in association with our

prior water leaks. After a first offer of approximately $10,000, we met again with the City to make our case for a larger rebate, and the City responded with an offer of $38,278.99. This credit will be applied to our monthly bill at a rate of $1063.30 per month for 35 months and $1063.49 for the last month. We could not have achieved this without the hard work of Larry Phillips, Palmer Hundtoft, Frank Brooks and others.

*3) Report re Feasibility of Hiring Park Manager:* This report was made earlier under Committee reports.

*4) Sound System Report*
Doug Barrow made a MOTION to continue looking into improving the lounge sound system with a budget not to exceed $750. Motion was seconded and approved unanimously. Information will be presented by Dave Craddock and John Mawhinney at next Board meeting.

*5) Accounting Contracts for 2011-2012 Fiscal Year*
Melba Reinke made a MOTION to approve on-going contracts with Davis, McCulloch & Holloway, LLC for the 2011-12 fiscal years to prepare our fiscal year end Review Statement and tax return and provide other accounting support on an hourly as-needed basis. The motion was seconded and approved unanimously. There will be no change in rates from the prior year.

**New Business:**
1) *Review Contract with Prudential Pacific Properties for sale of Lots #43 and 261:*
After discussion and consideration Doug Barrows MOVED to keep the asking price of the lots at $39,000 for 43 Easy Street and $45,000 for 261 Outer Drive and approve the renewal of the contract with Shirley Hunt of Prudential Pacific Properties. The motion passed with one no vote by Peg Mawhinney.

*2) Changing Boundaries of Lot 43 Easy Street*
There was discussion of the boundary issue for lot 43. There is a lot survey available in the CV office. Of the three options available (county lot line changes, moving the road, or granting self easements) it was agreed that the easiest and least expensive route was an easement. Doug Barrow made a MOTION to proceed with an easement on Lot 43 and if possible on Lot 45 with approval of the owner. The motion was seconded and approved unanimously. In the discussion it was stated that a lawyer will be required.

3) *Possible Direction Change of Outer Drive*
The proposed change of direction was explained and shown on a map by Maintenance Supervisor Frank Brooks. After discussion it was decided to leave the flow of Outer Drive as it is.

4) *Request to Close Pool after Labor Day:*
Peg Mawhinney made a MOTION to close the pool on September 15, 2011 and open it again on May 15, 2012. Using these two dates the total projected savings in propane costs, based on last year's usage, would be $6500. The MOTION was seconded and passed unanimously.

**Correspondence:**
Correspondence was received from Susan Bladorn-Dukes, owner of Lot#194, and Sarah Madsen, a tenant at 137 Driftwood Drive.

**Good of the Order:**
Peg Mawhinney made a MOTION that the Board authorizes joining two HOA associations for a year to evaluate their use to the Board for information, training, and networking. A discussion ensued as to why two associations rather than one, and it was stated that at the end of the year a decision could be made as to which HOA (if any) would be of value for the community as a future affiliation. The motion was seconded and passed unanimously. Ron Moraga, owner of Lot #232, requested placement of a speed bump on the hill on Driftwood Drive. It was suggested this be addressed in the next Board study session. He also stated that he thinks we would have more buyers for Coast Village lots if we lifted the restriction on motorcycles.

It was announced that the Board and the ARC Committee have begun a review of all Coast Village properties for conformity to CC&R and ARC Committee guidelines. Members will be notified when the review is completed.

Jude Craddock, owner of Lots #123 and 140, stated that she felt we need to improve communications with renters and owners who rent. Mary McGann announced that she concurs with this and has recently agreed to look into renters and renting policies in Coast Village.
Ila Mae Robinson, owner of Lot #153, gave the Board copies of the Perimeter Fencing Policy as amended February 17, 2007, and requested that the chain link fence on the south side of East Coast Village be continued and finished. She asked that Frank Brooks, Maintenance Supervisor, be requested to start the bid process for that work. Ila Mae cited increased criminal activity in the vicinity and the need for Coast Village security. To be discussed at the next Board work session.

**Adjournment:**
The meeting was adjourned at 12:30 p.m.

*Mary McGann, President* Mary McGann DATE 10/14/11

*Peg Mawhinney, Secretary* Margaret Mawhinney DATE 10-13-2011