COAST VILLAGE PROPERTY OWNERS CORPORATION
BOARD OF DIRECTORS MEETING
APPROVED MINUTES
July 18, 2020

Call to Order: Jay Guettler President called the meeting to order at 10:04 am.

A **Quorum** was established with President Jay Guettler, Vice President Diana Wolfe-Newman, Treasurer Dory Hethcote, and Directors Pat Thompson, Donna Rudd, Glenn Singley and Noel Smith. All board members are present.

Seating of New Board Members:
New Board members elected on July 2020 ballot were: Paul Deemer, Dory Hethcote, and Ila Mae Robinson. Welcome to the board, thank you for serving. Ila Mae has previously served as a board member, Dory Hethcote was re-elected, and Paul Deemer is new to the Coast Village board.

Jay Guettler thanked exiting board member Pat Thompson, for her 4 years of service on the board and volunteering as Election Committee Chair. Also, thanks to Noel Smith for volunteering, he stepped in to replace the director's spot vacated by a mid-term resignation. We appreciate both of you, all your time, input, and experience to help us become better board members.

Diana Wolfe-Newman nominated to be Vice-President, **motion** made by Glenn Singley, 2nd by Donna Rudd, vote yes was unanimous. Diana Wolfe-Newman elected Vice-President.

Donna Rudd nominated to be Secretary of the Board, **motion** made by Ila Mae Robinson, 2nd by Dory Hethcote, vote yes was unanimous. Donna Rudd elected Secretary.

Dory Hethcote nominated to be Treasurer of the Board, **motion** by Ila Mae Robinson, 2nd by Donna Rudd, yes vote was unanimous. Dory Hethcote elected Treasurer.

Approval of the Agenda:
No Membership items to be added to the Agenda.
Motion made by Dory Hethcote, 2nd by Donna Rudd to accept the Agenda with one item added under "New Business". "Transfer to Operations Fund from Reserve Fund to the Operations account for Reserve Study and for repair on the Perimeter fencing (see Treasurer's report). To be added after reading Treasurer's report. Motion passed unanimously.

Reading of the Minutes:
Minutes from the June 20, 2020 board meeting were read by Dory Hethcote. **Motion** to approve June minutes with 2 corrections:
1) Remove any comments about noise complaint.
2) Remove any comment about CC&R violation.
Motion made by Ila Mae Robinson, 2nd by Dory Hethcote, to approve Amended June 2020 Board meeting minutes, vote was unanimous.

Roberts Rules of Order states that Board Meeting minutes must only record the name of the speaker and the subject. Minutes should not include any summary of the speakers' remarks.

Treasurer's Report was read by Treasurer Dory Hethcote. **Motion** was made by Dory Hethcote, 2nd by Ila Mae Robinson, to transfer from Reserve Fund to the Operations Fund **$3600.00** for payment of

the Reserve Study. Also, to transfer funds of **$601.60** for fencing; and **$1,133.94** for paint; from the Reserve Fund to the Operations fund to repair the perimeter fence.

The **Park Operations Manager's Report** was read by POM Carlla Van deVyver. Many issues discussed; pool heater delay due to part that hasn't been received; quarter for laundry available in the office. If you use the Satellite Bath, **do not** give the code out.

The **Activity Committee Report** read by Nancy Brock; still no coffee klatch or game nights due to Covid-19.

The **Architectural Review Report** was read by committee chair, Mose Starkie. Paul Deemer mentioned that he had a note from Pat that Lot **254 Outer Drive needs ARC** approval for their dwelling unit; new owners. Jay stated that all ARC Fence requests must be approved by the board, either at a meeting or through an "Action Without a Meeting".

The **Elections Committee Report** was read by Diana Wolfe-Newman. Revised CC&R ballots returned; only a total of 144 ballots on our last count; June 18, 2020. The ballot return was so low on the "Revised CC&R's": that the board decided to drop the Revised Document for now.

The **Greenbelt Preservation & Advisory Committee Report** was read by Donna Rudd. Committee has been contacting new lot owners and welcoming them with a new "reusable" grocery bag if they want them.

The **Garden Committee Report** was read by Jay Guettler. The theft problem has abated and Committee Chair Vicki has been sharing herbs on the mail room sharing table.

There was no **Covid Committee Report**; Jay & Diana attended a Zoom meeting with Vial Fotheringham, our Coast Village HOA attorneys regarding Covid.

Old Business:

ARC: Mose will review setbacks for trailers with slide outs.

Code of Conduct: Motion made by Dory Hethcote, 2nd by Glenn Singley: to accept "Coast Village Code of Conduct Guidelines" as amended. Code of Conduct Guidelines will be available on request.

Data Entry for motions into website database is still being completed by Glenn until other arrangements are made. No one has yet been hired to take the board meeting minutes and motions. Donna will review completing the Secretary work with Carlla; the POM. The CC&R's revision has been postponed. The pool heater issue was covered in the Park Manager's Report.

A new ARC Document was submitted by Mose Starkie; the ARC Chair, for a new **"Standards for Greenbelts"** document. . A Motion was made to accept the document so that all board member could review and discuss the issue. **Motion** was voted on; motion failed with unanimous NO vote.

New Business:

Complaints were reviewed and decided upon at the Board Workshop.
Limit of **Canvas Top** temporary structures on Coast Village lots next to roadside will be included in the Coast Village Rules & Regulations when it is updated. No obstructions on roadways will be permitted. Board wants to create a committee to work on a "Policy & Procedure" document for carports.

Motion to adjourn meeting made at 1:17 pm by Dory Hethcote, 2nd by Ila Mae Robinson. Motion passed unanimously.