COAST VILLAGE PROPERTY OWNERS CORPORATION

BOARD OF DIRECTORS MEETINGS - CVPOC - Rose Room

Board Meeting, 10am September 19, 2020

APPROVED

The meeting was called to order 10:03 a.m. by President Jay Guettler.

A quorum was established with President Jay Guettler, Treasurer Dory Hethcote, Secretary Donna Rudd, and Directors Paul Deemer, Ila Mae Robinson and Glenn Singley. Vice President Diana Wolfe-Newman not present.

Motion to approve agenda Dory Hethcote, seconded by Ila Mae Robinson. Approved unanimously.

Reading of the draft minutes from Aug 15th by Donna Rudd

Minutes were read Motion to delay approval until the next meeting in October. **Motion by Glenn Singley. Second by Dory Hethcote. Passed by unanimous vote.**

Treasurer's report read by Dory Hethcote

- **Motion for transfer 3,785 from reserve to operations for road repair for water project. Motion by Dory Hethcote, seconded by Ila Mae Robinson. Passed unanimously.**

POM discussed how covid is affecting our operations budget. Costs are increasing, not to the level in which a dues increase is necessary yet, but will be shortly. Recommends a surcharge for Everything to the dump days, or at least not having them be the same day as a regular trash day.

Park operations manager report read by POM Carlla van de Vyver.

Discussion on one way sign on Horseshoe Bend. Dory recommends repainting the one way arrow on the pavement. POM says there is increased concern about the level of signage among membership. Ila Mae says leave it. Board agrees there is no need for increasing level of signage. Carlla would like this conversation recorded in the minutes.

- **Motion to Fine lot 31 for large fire, September 17, 2020 during a burn ban period. $100 for Improper Burning 5.10, $100 for Unpleasant Conditions and Nuisances 5.5, and $100 for Failure to respect the Ban Period, per fee schedule. Motion by Ila Mae Robinson. Seconded by Dory Hethcote. Passed unanimously**

Two trees on outer drive need to be removed, discussion was had. Board approves the removal of the trees.

Discussion about violations of CVPOCs mask policy. Glenn Singley is going to make a sign for the mailroom and declaring that violators could be fined per fee schedule “failure to adhere to a ban $100 fine.” contact the office for special arrangements. The ban is a requirement of wearing a mask in all indoor public park facilities.

POM discussed her planned retirement in July 2021, and that she will no longer be planning her retirement.

3 minute break 11:00

Resumed 11:05

Activities Committee Report
No report

ARC Committee Report read by Mose Starkie

Discussion around Lot 32. Glenn Singley perimeter fence is inside the lot line so greenbelt would be on the outside of the fence. ARC was denied access to investigate. Jay read the letter of complaint from owner of Lot 32. Letter was received and logged in the attorney file. Dory Hethcote believes the board needs to clarify ARC authority. Ila Mae Robinson recommends ARC always go in pairs to defend against false claims. POM says bylaws declare CVPOC is allowed with certified 30 day notice authority to inspect any property in CVPOC purview. ARC did bring a witness to assist in inspection. CCR’s Right of entry was read by Glenn Singley. POM brought up a previous instance in which CVPOC sent out a certified letter to all membership that there would be inspection of the greenbelt within a given period, and believes it would be a good idea to do so again to retain legal authority.

Dory Hethcote believes property owners understand the rules and most likely hasn’t violated policy. Mose would like to caution the board against visiting the property. Ila Mae Robinson supports the idea of sending a letter reminding property owner of ARC’s authority. Carlla van de Vyver supports the idea of a letter from the board. Glenn Singley doesn’t believe the board should inspect the property, but owner should be sent a letter reminding property owner of ARC authority. Jay Guettler will send letter as discussed.

- **Motion to approve the ARC application for Lot 68 Outer Drive putting up a bamboo privacy screen which is 115” high to cover the RV and install a gate in front of the planter box. Motion made by Glenn Singley. Seconded by Ila Mae Robinson. Passed Unanimously**

Elections report
Nothing to Report

Greenbelt Committee Report
Report read by Dory Hethcote.

Garden Committee Report
Nothing to report

Motions database discussion tabled

- **Motion to rescind motion made in June 2020 Board Meeting concerning the six month covid Additional Dwelling Unit extension. Made by Donna Ruud seconded by Ila Mae Robinson. Passed Unanimously**

Soft top discussion tabled until next month

Board member orientation tabled until next month

Rules and regulation update tabled until next month

New Business

Complaints

Dog Complaint: Lot owner complained that a neighbor dog bit him on the ankle.
Dory Hethcote commented that a dog that bites an ankle is out of control.

- **Motion to fine Lot 159 $100 for violation of Vicious Uncontrolled Animal according to fee schedule. Motion by Glenn Singley. Seconded by Donna Rudd. Passed unanimously.**

Greenbelts on five lots rescinded from record

Excessive noise complaints.
Excessive noise complaints other than those that are city enforced need to have written complaint.

Fine Appeal on 33 easy street.

- **Motion to deny fine appeal from Lot 33 Easy Street for building a fence without board approval prior to building. Motion by Donna Ruud. Seconded by Glenn Singley.**
  Jay spoke with owner. Jay read the appeal letter from Pamela Walker Lot 33 Easy Street regarding Fence ARC Infraction. Owner stated that ARC didn't review the application before the fence was built. ARC states that the fence was built two days before ARC application was submitted. Dory Hethcote would like to diminish the fine to $200. Motion to be modified

- **Motion to deny fine appeal, but to reduce the fine from $250 to $150 for Lot 33 Easy Street for building a fence without board approval prior to building. Motion by Donna Ruud. Seconded by Glenn Singley. Passed unanimously**

  ARC recommends the concept of applying a fine that would accrue by a period until rectification of the issue. Jay requests that ARC write up a proposal for that plan for future implementation.

- **Motion to approve fence application for Lot 33 with the inclusion of the beginning of restoration of the greenbelt. Motion by Glenn Singley. Paul Deemer seconded. Passed Unanimous.**

Emergency Firefighters.

- **Motion to grant POM the authority to use their discretion in allowing the use of tents for emergency firefighters in common areas of the park. Motion by Donna Ruud. Dory Hethcote seconded. Passed unanimous.**

Motion to go into executive session by Dory Hethcote, Glenn Singley seconded.

12:45 went into executive session
1:32 returned from executive session

- **Motion to approve the updated EMPLOYEE POLICY AND PROCEDURES and the PAID HOLIDAYS AND PTO provided by CVPOC. Motion by Glenn Singley. Seconded by Paul Deemer. Passed unanimous. Dory Hethcote left during executive session. Diana Wolfe-Newman voted by proxy via Jay Guettler.**

- **Motion to adjourn. Made by Paul Deemer. Seconded by Ila Mae Robinson. Passed unanimously**

Meeting Adjourned 1:44pm