

**CAPE CARANCAHUA PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
November 8, 2015**

Minutes

President Gonda Moncada called the meeting to order at 1:01 p.m. Board members Charles Taylor, Craig Brooks, and Dick Wilkinson were present.

Mr. Brooks moved to accept the minutes from the October 14, 2015, Board Meeting and October 21, 2015, Special Meeting as printed. Mr. Taylor seconded the motion, which was approved unanimously.

Mrs. Moncada said announced that the special meeting on October 21, 2015 was held to accept the resignation of Joe Wyatt and approve filling the vacancy with Richard (Dick) Wilkinson, who would be sworn in at the up-coming property owners' meeting at 2:00 p.m.

Financial Report

Mr. Taylor asked for questions about the Profit & Loss Report, Profit & Loss Budget Performance, Capital Summary, Petty Cash Report, and August check register. There were none.

Maintenance Report – Dick Willkinson

1. New Skag hydraulic pump replaced at no cost
2. Mule repaired for broken wheel hub
3. Work started on office building
4. Office air conditioner unit replaced
5. New software for front gate and pools has been installed
6. Older Skag is currently being repaired – new engine
7. Routine maintenance of common grounds and private property
8. Performed general maintenance on all equipment

ACC Report – Gonda Moncada

Three permit applications and one permit extension were approved by the ACC and the CCPOA Board of Directors in September.

Compliance Report – Craig Brooks

1. Loose dogs continue to be a problem in several areas of the Cape. Please document violations in writing so the Board can take action. Accompanying photographs are very helpful in confirming the identity of the dogs' owners.
2. A complaint was received about a driveway being installed with no permit having been issued by the ACC. The property owner has since completed the necessary paperwork.

Legal – Gonda Moncada

1. The Cape's attorney has filed liens against property owners whose accounts are in arrears.
2. Research continues to determine the efficacy of proceeding with foreclosures.
3. A judicial hearing on October 19 resulted in the Cape receiving almost \$1400 from Jackson County for Cape property foreclosed by them.

Correspondence – all correspondence was address in the Compliance Report

Old Business

1. Sylva continues to work on the re-surfacing of Stovall. He has completed patching marked areas and has said he will commence to chip seal the entire street when supplies become available.
2. Plans are being drawn to re-work the major drainage outflow into the Bay at the end of Carancahua Boulevard. No bid has been forthcoming from the contractors contacted thus far. Mr. Taylor will ask Robert Boone for recommendations and a possible bid.
3. An updated system to operate the front and pool gates has been installed.
4. Both pools are closed for the season. The Board will address major repair issues and maintenance at a future workshop

New Business

1. The proposal to place the Cape’s maintenance telephone with volunteer property owners on a rotating basis to handle emergency calls was tabled for inclusion at a Board workshop.
2. A brief discussion ensued about gate cards issued to non-property owners. The issue will be thoroughly vetted at a future Board workshop.

Property Owners Registered to Speak - there were no property owners registered to speak.

The December Board of Directors meeting was scheduled for 6:00 p.m. Wednesday, December 9, 2015, at the Community Center.

The meeting was adjourned 1:25 p.m.

Respectfully submitted
Judy Hollingsworth, Scribe

/s/ Gonda Moncada
Approved

December 9, 2015