

**CAPE CARANCAHUA PROPERTY OWNERS' ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**October 12, 2016**  
**Minutes**

President Craig Brooks called the meeting to order at 6:02 p.m. Board members Craig Brooks, Charles Taylor, Marie Weakley and Dick Wilkinson were present, along with nine property owners.

Mr. Taylor moved to accept the minutes from the September 14, 2016, Board Meeting as printed. Mrs. Weakley seconded the motion, which was approved unanimously.

**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. He also reported that the 2015 audit report was received on October 11, 2016, from Baker-Stogner & Associates and that it would be available to property owners at the office.

**Maintenance Report – Dick Wilkinson**

1. Routine maintenance on equipment.
2. Routine mowing at parks, community center, pavilion, boat ramp, office, roads, and ditches
3. Met with G & W on outcome of survey of ditches in northwest section of Cape
4. BP came to work on front gate
5. Continue to place road patch (asphalt) in holes on paved roads and 2 culvert pipes
6. Placed solar lights on all pier walkways
7. Placed LED lights on all piers
8. VCS replaced chain at construction gate
9. Work has been completed by an outside contractor to repair the drainage outfall at the end of Carancahua Boulevard
10. Work has been completed by an outside contractor to repair wind and water damage to one of the piers at the boat launch
11. The entry gate hardware and operations controls were replaced by an outside contractor

**ACC Report – Marie Weakley**

Nine permit applications, including one new home, were approved by the Architectural Control Committee in September with \$900 collected in permit fees.

**Compliance Report – Craig Brooks**

Non-compliance fees continue to be assessed to the account of property owners who violate deed restrictions and policies.

**Legal – Craig Brooks**

The Cape's attorney is preparing opinions about filing liens and foreclosures.

**Correspondence**

1. Received additional complaints about loose dogs.
2. Received communication from an individual wishing to bid for Cape's mowing

**Old Business**

The results of the ballot vote to raise the annual fee from \$135 to \$200 per lot per year was announced at the Special Meeting on October 8, 2016. The annual fee will remain at \$135 for the time being.

**New Business**

1. Pool 1 is closed due to a gate malfunction
2. A budget planning workshop will be scheduled in the near future

No property owners were registered to speak.

**Schedule future meetings**

Pot Luck Dinner at 5:30 p.m. on November 12, 2016 at the Community Center

Board Meeting – November 13, 2016, at 1::00 p.m. at the Community Center

Property Owners' Meeting- November 13, 2016 at 2:00 pm. at the Community Center

The meeting was adjourned at 6:22 p.m.

Respectfully submitted  
Judy Hollingsworth, Scribe

/s/ Craig Brooks  
Approved  
November 13, 2016