

CAPE CARANCAHUA PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
March 12, 2017
Minutes

President Craig Brooks called the meeting to order at 1:02 p.m. Board members Tom Chandler, Charles Taylor, Marie Weakley and Dick Wilkinson were present.

Mr. Taylor moved to accept the minutes from the February 12, 2017, 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 November check register. There were none.

Maintenance Report – Dick Wilkinson

1. Routine maintenance to equipment (check oil in truck, Kubota tractor, and mowers. Check anti-freeze in truck. Fill mowers with gas when mowing. Grease fittings on tractor. Sharpen blades as needed. Clean mowers when finished cutting grass.)
2. Routine mowing: office, pools, tennis courts, library, front gate entrance (outside and inside of gate), Park 1, Wetlands, Boat Ramps, Pavilion, Community Center, Flag Park, Burn Pit Yard, Road sides and ditches.
3. Placed road patch/process gravel on roads
4. Helped S.E.C. (company replacing electric poles) when needed
5. Finished installing light at Flag Park
6. Repaired water line at entrance and exit gate
7. Oracle, LLC, installed new wiring for cameras at entrance gate
8. Bought herbicide for spraying
9. Cut palm fronds off main entrance, office, Flag Park, Pool 1 and Pool 2 palm trees

ACC Report – Marie Weakley

Six building permit applications were approved in February, with \$100 collected in permit fees.

Compliance Report – Craig Brooks

Non-compliance fees continue to be assessed to the accounts of property owners who violate deed restrictions and policies. Some of the violations being addressed include abandoned vehicles, houses in need of repair, unkempt properties, and illegal storage of boats and other items.

Legal – Craig Brooks

The Cape's attorney is moving forward with the process of have the violations in the Cape Business Park remedied.

Correspondence - none

Old Business

Mr. Brooks announced that revised CCPOA policies had been filed in Jackson County and a revised Management Certificate would be filed soon.

New Business

1. After discussion, Mr. Taylor moved to ratify Board action to look into the acquisition of the 2-acre tract in the Cape Carancahua Business Park. Mr. Wilkinson seconded the motion, which passed unanimously.
2. After discussion, the Board agreed minutes of Quarterly and Annual property owners' meeting will be posted on the Cape's website prior to approval to allow property owners additional time to read them before the next meeting.

Future meetings

Board Meeting – April 12, 2017, at 6:00 p.m.

The meeting was adjourned at 1:30 p.m.

Respectfully submitted
Judy Hollingsworth, Scribe

/s/ Craig Brooks
Approved
April 12, 2017