

CAPE CARANCAHUA PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
February 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 January 11, 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, pool 1, 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. Repair water lines due to freeze
6. Chico repaired electrical power at office and lighting at Flag Park
7. Bay Area Service replaced ac/heater in office
8. Replaced 4x4' posts and new letters on construction sign
9. Placed new LED lighting for flags

ACC Report – Marie Weakley

Six building permit applications were approved in January, with no monies 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

After discussion, Mrs. Weakley moved to ratify the mowing contract with Robert Boone for the 2017-18 mowing season. Mr. Chandler seconded the motion, which passed with no dissenting votes

New Business

After discussion, Mrs. Weakley moved to approve several minor policy revisions and the inclusion of the Motorized Vehicle Policy in the Cape's policies filed in Jackson County Official Records for the Management Certificate. Mr. Taylor seconded the motion, which passed unanimously.

Schedule future meetings

Pot Luck Dinner – March 11, 2017, at 5:00 p.m.

Board Meeting – March 12, 2017, at 1:00 p.m.

Annual Property Owners' Meeting – March 12, 2017 at 2:00 p.m.

The meeting was adjourned at 1:22 p.m.

Respectfully submitted
Judy Hollingsworth, Scribe

/s/ Craig Brooks
Approved
March 12, 2017