

**CAPE CARANCAHUA
PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
February 13, 2022
Minutes**

President Pam Stewart called the meeting to order at 1:04 p.m. Board members Charles Taylor and Paul Warren were present.

Mr. Warren moved to accept the minutes of the January 12, 2022 Board Meeting as written. Mr. Taylor seconded the motion, and the motion passed unanimously.

Financial Report – Charles Taylor

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

Mr. Taylor made a motion to take money, \$5,000, from the savings account for the A/C split unit to be installed in the Library/Meeting Room at the Community Center. Mr. Warren seconded the motion, and the motion passed unanimously.

Mr. Taylor made a motion to move \$18,000 to the Disaster Account at time of renewal to bring the balance to the amount policy requires. Mr. Warren seconded the motion, and the motion passed unanimously.

Maintenance Report, January 2022 – Paul Warren

1. Performed routine maintenance to all equipment.
2. Performed routine mowing of all common grounds, property owner lots, & sides of roads as needed.
3. Routine cleaning of Burn Pit.
4. Placed limestone on Starling, Meadowlark, and at the Community Center.
5. Rolled gravel roads as needed after rain.
6. Cut water off due to possible freeze, cut back on after threat of freeze.
7. Placed tarps back on fence around the Brush Pit.
8. Transferred library equipment to Community Center library.
9. Tore down wall between the maintenance office and the “old” library.
10. Rearranged maintenance shop to include the “old” library space for maintenance equipment.

No questions were asked about the report.

ACC Report – Paul Warren

Five building permits were issued in January 2022 with \$1,400.00 collected in permit fees.

Mr. Warren made a motion to not include the amount collected on the agenda. Ms. Stewart seconded the motion, and the motion passed unanimously.

Legal and Compliance Report – Paul Warren

The CCPOA and the Cape's attorney continue to pursue collection of past due accounts and the foreclosure of those who do not comply. Non-compliance fees continue to be assessed to property owners who are in violation of CCPOA Deed Restrictions, Policies, and Regulations.

Old Business

1. Pool Pass fee raised to \$100.
2. Robert Boone's mowing contract renewed for 2022.

New Business

1. Direct Energy contract to be expanded from 12 months to 24 months was tabled to be brought up at the Quarterly Meeting.
2. The Library was moved to the Community Center, expanding maintenance. Taking bids on A/C split unit for the Library/Meeting Room in the Community Center.
3. Annual Membership invoices mailed out January 21, due by March 15.
4. Maintenance may be working flex hours, working weekends or different hours.

There were no property owners registered to speak.

The next Board of Directors Meeting will be Sunday, March 13, 2022, 1:00 p.m. at the Community Center. Annual Property Owners Meeting will follow at 2:00 p.m. and a Potluck Saturday, March 12, 2022, 5:30 p.m. at the Community Center.

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

Respectfully submitted,
Pam Schuhsler, Scribe

/s/ Pam Stewart

Approved

3/13/22