

CVE HOA Board Meeting Minutes

January 9, 2024

Board members attending included Brent Morrison, Greg Feist, Tim Sullivan and Lynn Cockrum, all of whom attended virtually. Debra Egeck was not able to attend and provided her proxy to Lynn.

Agenda Items in BLUE below.

The meeting was called to order by Tim Sullivan at 9:00 a.m. Pacific Standard Time on GoToMeeting.

Tim provided an overview of the agenda for everyone. Brent made a motion to approve the agenda, was seconded by Greg, and approved by the Board.

November Minutes: These were approved via unanimous email vote subsequent to the November meeting and posted to the website.

Other unanimous email Approvals: The 2024 Budget (revised) was unanimously approved via email. A summary was included in the Newsletter to members.

Homeowner Input: None.

Treasurers Report: Greg reported that combined, the Association and Marina had total cash of \$328,488 as of December 31, which reflects a decrease from November of \$5,601. Two Construction Deposits (liability) were refunded (\$5,000) resulting in a balance of \$58,000. No other changes to balance sheet accounts occurred in December.

It was noted that for reporting purposes, Association cash and Marina cash will be reported separately in the future to ensure there is a clear trail, as the owners of the marina and the owners of the HOA are different (i.e. Marina “owners” consist of licensees only vs. the association which includes all members). Please also refer to the “Marina Accounts” section below

HOA expenses were \$2,154 in December. The Architecture Design Committee received plan review fees for two new home builds (\$1,550). The major expenditures were Accounting (\$530) and Landscape Maintenance Contract (\$493).

The Board approved the 2024 Budget and it was submitted to Evergreen Accounting on December 6th. The new year Budget includes a \$100 marina fee increase to \$350 annual per slip owner to meet expected future maintenance expenses.

The 2023 Budget versus year-end Actuals has been provided to the Board for review, and will be included in the May mailing to homeowners prior to annual meeting. The HOA year-end actual

expenses came in \$17,945, which is less than the 2023 budget. This was expected, and was largely due to unspent funds related to 2023 projects. Consequently the association had \$20,318 in net income in 2023, versus the roughly breakeven 2023 Budgeted net income. Lynn moved to accept Treasurers Report, seconded by Brent, passed unanimously.

Landscape Committee (MaryAnn Comiskey, Chair): No Report.

Social Committee (Betsy Metzgar, Chair): No Report.

Facilities Committee: (TBD Chair): No Report.

Pools (Mikaila Harberd, Chair): No Report.

Marina Report: (John Pembroke, Chair): No report.

ADC: (Carolyn Cockrum, Chair). Carolyn submitted a written report to the Board. Lynn reported on her behalf the following-

- A standard height certification letter has been sent to the owners of Lot #92. The owner responded that they did not believe this Design Guideline requirement was applicable to their lot. The ADC is asking the Board to respond.
- Plans for Lots #114 and #120 have been received and are undergoing review.
- It was also reported the consulting architect intends to seek a per review fee increase in 2024.
- Given the number of Complete Design plan documents in work and the fact this firm does not appear to be aware of some of the Guidelines, Carolyn and the Committee asked about whether the HOA/ADC should communicate with Complete Design.

Discussion on the above items deferred to Executive Session.

Compliance: (Brent Morrison, Chair): No Report.

Fire Safety and Weed Abatement (Carolyn Cockrum, Chair): No Report.

Website: (Carolyn Anderson, Chair): No Report

CC&R Update: (TBD, Chair): No Report

Special Topics and Follow-up

Email Voting and Spring Mailing: The Board is planning to implement electronic voting this year. Motion made seconded and passed unanimously to subscribe to the “eballot” service that

Greg has investigated. The Board mentioned the idea of establishing a temporary “Elections” Committee, with Greg as Chair. This was agreed to by the Board.

Flat Rate reviews and extra costs: Owners of two recently submitted projects are going to be receiving a notification from the Board that unless their resubmitted plans address all the architect’s concerns, there will likely be extra architect costs for which they will be liable pursuant to the governing documents.

Bluewater Terrace: A public meeting will be held on Jan 18.

Marina Accounts: Greg raised the idea of opening separate bank accounts for the Marina to ensure as new Boards are elected, there is not a question about the differentiation of HOA vs Marina funds. This is especially important as Marina reserves will continue to grow in the next 15 years. Greg will have some further discussions with Evergreen Accounting and report back.

Executive Session: 9:45 am

Matters discussed included items listed in the ADC report section of these minutes. In addition a discussion was held regarding the status of the Lot #XX hillside Project.

Reconvening and Adjournment: Meeting adjourned 10:15 a.m PST.

Next Meeting: Tuesday, February 13, 2024, via GoToMeeting #118-502-061 at 9 a.m. PST

Respectfully Submitted,
Lynn Cockrum CVE Board Secretary
January 20, 2024