

CVE HOA Board Meeting Minutes

March 12, 2024

Board members attending included Brent Morrison, Greg Feist, Debra Egeck, Tim Sullivan and Lynn Cockrum, all of whom attended virtually.

Agenda Items in BLUE below.

The meeting was called to order by Tim Sullivan at 8:28 a.m. Pacific Daylight Time on GoToMeeting.

Tim provided an overview of the agenda for everyone. Motion made and seconded to approve the agenda, which was passed by the Board unanimously.

February 2024 Board Minutes: These minutes were approved via unanimous email vote subsequent to the February meeting and posted to the website.

Other unanimous email Approvals: Conditional approval of the plans for Lot #120 was unanimously passed via email. A letter was sent to the owner outlining the approval conditions. The owner responded that they had received the Board's message but have not as yet resubmitted revised plan documents for Board review & approval.

Homeowner Input: None.

Treasurers Report: Greg provided the following information from the Treasurers Report-

Cash as of February 28, 2024

HOA Operating Accounts	\$ 73,965	Marina Account	\$ 11,625
HOA CDs	<u>\$ 187,749</u>	Marina CDs	<u>\$ 51,095</u>
Total HOA Cash:	\$ 261,714	Total Marina Cash:	\$ 62,720

Total HOA & Marina Cash: \$ 324,434

HOA Cash decreased approximately \$5,180 since the end of January due to expenses (detailed below), offset by Dues and Interest Income. A single annual dues payment of \$975 was collected in February. The HOA certificates of deposits (CDs) interest paid \$557 in February.

Marina Cash increased approximately \$562 since the end of January. Marina CD interest paid \$550 in February. No other changes to balance sheet accounts.

February Financial Activity - Income and Expenses

HOA Expenses were \$3,189 in February. The major expenditures were Accounting (\$535), Architectural Plan Reviews (\$1,400) and snow plowing of mail-box parking lots (\$542).

Marina Expenses were \$4,368 since end of January. The major expense was the annual Marina permit fee (\$4,351).

HOA Annual Dues	\$ 975	Marina Interest(Bank)	\$ 10
HOA Interest (Bank)	\$ 3	Marina CD Interest	\$ 550
HOA CD Interest	\$ 557	Marina Income	<u>\$ 560</u>
HOA Income (total)	<u>\$ 1,535</u>		
		Marina Permit Fee	\$ 4,351
Accounting/Business Expense	\$ 535	Marina – other	\$ 17
Architectural Plan Reviews	\$ 1,400	Marina Expense	<u>\$ 4,368</u>
Landscape Water	\$ 191		
Pool Water/Sewer/Garbage	\$ 374		
Pool electric	\$ 148		
Facilities – Snow Plowing*	\$ 542		
HOA Expenses (total)	<u>\$ 3,189</u>		

Total Net Income - HOA **\$ (1,654)** **Total Net Income – Marina** **\$ (3,808)**

* this early February charge also noted on January T-Report

To address close monitoring of the Marina bank account balance and monthly reconciliations, Evergreen Accounting is providing a monthly “transfer statement” which exclusively lists all credits and expenses to the Marina bank account. This transfer statement will serve as an enhanced control & monthly checklist review by the Evergreen accountant and the CVE Treasurer. Establishing a separate Marina bank account with separate checks, etc. is not recommended at this time. With combined annual HOA and Marina fee payments being received this time of year it was recommended that the traditional accounting process be retained, with the addition of the monthly Marina transfer statement.

Motion made, seconded and passed unanimously to accept the Treasurers Report.

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

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

Facilities Committee: (Tim Sullivan Acting Chair). No Report.

Pools (Mikaila Harberd, Chair). Mikaila reported that Shawn from Henegens has CVE calendared for April 23 to de-winterize the pools. Pool re-opening is scheduled on, or about, May 10. Volunteers will be needed to clean and place the pool furniture.

Marina Report: (John Pembroke, Chair): John reported that there are no boats presently in the Marina. He also stated the lake level is about 5 feet higher than normal for this time of year. Marina water service will be activated in Mid-April and at that time, we will be seeking volunteers to wash down the docks. If interested contact John Pembroke.

ADC: (Carolyn Cockrum, Chair). Carolyn Cockrum submitted her resignation as Chair of the ADC effective June 1st. Board members thanked Carolyn and acknowledged the hard work and significant accomplishments while she has led the Committee over the last eight years. Examples include the establishment of forms and formal processes for handling plans submitted, the completion of multiple reviews of the Guidelines which resulted in streamlining and improving the clarity of the Design Guidelines, and the approval of 52 new home plans and 25 exterior projects.

The ADC Notes Carolyn provided to the Board outlined activities since the last Board Meeting (see below). Owners have been notified where applicable.

- Paint colors for Lot #92 were approved.
- A fence was approved for Lot #69.
- New home plans were received for Lot#107, though the Design Review Fee funds and paper plan documents remain to be received at this writing.
- Lot #46 provided a list of color selections to the ADC, however the ADC is awaiting the receipt of paint chips to complete its review and approval process for this project.
- A privacy screen for Lot #87 was approved.
- Lot #102 applied for a privacy fence, awning and covered porch. The review is in work.
- New home plans, Review Fee and documents were received for Lot #50 and are in review.
- Lot #120 was granted conditional approval (previously noted in the matters subject to unanimous vote).
- Lot #114 issues were discussed in 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

- **Blue Water Terrace:** No new information. Item to be removed from Agenda.
- **Highway 150 Project:** No new information.
- **Storm Water pond Maintenance:** Brent contacted spray company. Project timing is contingent on blackberry growth, projected to be this summer.
- **Pool Phones:** Greg learned that the County Health Department would accept an alternative to the hard-line phones presently located at each pool. This will involve the placement of signage at the pools making it clear that a condition of use is that **users of the pool are to have a cell phone in their possession for the purpose of summoning any needed emergency personnel or services required at the pools.** Greg is coordinating the installation of appropriate signage with Mikaila Harberd, the Pool Committee Chair. The discontinuation of the hard-line phones will provide some savings to the HOA due to the costs of connecting, disconnecting and subscribing to the hard-line service. The Board feels that with adequate notice and education there will not be any detrimental impact to safety at these facilities due to the posted requirement for users to have cellular phones for emergencies.
- **Spring Mailing:** Distributed.
- **Short-term Election Committee:** No members have expressed interest.

Executive Session (commenced 8:50 am):

- **Hillside Erosion Status:** Discussion
- **June 1st Annual Meeting & Potential Board Candidates:** Discussion
- **Home application:** A letter was received from an owner's attorney regarding the designer's ability to talk to CVE's contracted Architect. The Board sent a response providing permission for the owner or designer to discuss questions with CVE's architect under the condition the owner reimburse 100% of any extra costs to CVE. There has been no response from either the owner or attorney as of this writing.

Next Meeting: Tuesday, April 9, 2024, via GoToMeeting #118-502-061 at 9 a.m. PDT

Reconvening and Adjournment: Meeting adjourned at 9:05 a.m.

Respectfully Submitted,
Lynn Cockrum CVE Board Secretary
March 12, 2024