

**CCSPOA Executive Board Meeting  
February 9, 2008**

**Call to Order** - The meeting was called to order by CB Harrah, Vice-President.

**Minutes** - The minutes from the December 31, 2007, meeting were approved as read.

**Treasurer's Report** – Suzi Campagna reported that approximately 60 property owners have joined the POA and paid dues. Approximately 84 property owners have paid road maintenance dues, with about \$1600 in additional donations for roads.

**Old Business**

- **Installation of light at the park** – CB reported that the light is on at the park. Right now the light is on a fixed monthly fee, and the wire from the pole is sufficient for that service; however, if we need to add more light, then the PEC will need to add a meter.
- **Website** – Susan Cowan reported no further development of the website. She is waiting for some direction from the board regarding a question and answer section, revised links, etc.
  - Action Items – CB feels the community development plan currently on the website is in need of revision, completion, extension, etc. We need to integrate the actual plans as a link from the community development plan that tells about how projects are handled. CB will send Susan an updated plan with some more specificity as to what the links might look like.
  - Claire Harrah will e-mail information about fireproofing lots and the speaker who is coming to the annual meeting/picnic
  - FAQs – board members send any questions and answers they have provided to property owners to CB and Susan.
- **Mailbox Covers** – Suzi Campagna reported there are not yet enough funds to finish. Suzi will get an estimate for the cost of finishing the covers, perhaps with stripped cedar posts as opposed to cedar lumber.
- **Locking, enclosed sign for posting notices at mailboxes** – this will be pursued once the covers are over the mailboxes. Suzi will follow up with getting an estimate of the cost.
- **Status of road work** – CB reported that Darrell has been contacted to begin work on the corner of Lookback and Whistle. The estimate for this project is approximately \$4,000. Copper will be the next street to be worked on, once Darrell is finished with Lookback and Whistle. The boat ramp/road is in need of repair due to erosion. CB will get Darrell to look at the possibility of putting concrete concave sides to the blacktop to facilitate drainage and prevent erosion.
- **Status of committee working on by-laws revision** – Mickey Moore and Bruce Weir have generated a draft of revised by-laws. Bruce is currently reviewing the proposed draft to make any changes he thinks appropriate, and once that is finished, he will send it to the board for review and input.
- **Community Development Plan status** – CB is reviewing the plan to see if he can make it more easily read and user friendly. He would like the board to set up

charters for any committees established. Examples mentioned were committees for architectural review, roads and grounds development, emergency preparedness, etc.

- **Status of committee working on boat dock plans and proposal** – Jim and Candy Smith reported that there are two proposals. There is some need to establish just where it would be placed. Additionally, there is a need for steps to be added on the shore to make the ramp and dock accessible. Jim and Candy will talk to the bidders to get more information and clarification to present at the Annual Meeting in April. They will draft some rules that might be applicable for its use.

Board members will communicate by e-mail regarding how much the POA should contribute toward completion of the dock and steps. Once we have a final estimate, we can make that decision. Suzi start a line item for tracking donations as they come in. HESSIE will talk to Jack Owen regarding permission to put the steps and dock in below the 1020' line.

### New Business

- **Content of upcoming newsletter**
  - Picnic April 26
    - Jim and Candy will be there
    - The fireproofing guy will be there.
  - Elections – announcement for people who which to run for the board to send their intent to Mary. Another brief newsletter will be sent out once the candidates are identified.
  - Need for volunteers to help finish the mailbox covers. CB will set a date and coordinate the “helpers.”
  - Process for amending deed restrictions and raising the road maintenance fees. CB provided an article. We need to describe the process, solicit review and comment. (We would use 2/3 as the bar to reflect what the legislature used) Perhaps a return comment/question tear off or e-mail a board member.
  - Encourage property owners to join the POA. The benefit is that you get to have some say in how the \$\$ are spent. *It costs \$0.13/day to join.*
  - Roads
  - Boat dock – contributions can be made at the picnic
  - Clean up on April 5
- **Beautification**
  - King Plaza and a second well house have blue tarps and old tires on them. HESSIE will follow up with her dad and Charles Hughes to get the roofs repaired.
  - HESSIE will talk to Jack Owen about reopening the road out of the park – it's a safety issue.
  - Clean up on April 5
- **Status of Charter for Architectural Review Committee** – Based on a conversation with Jack Owen, Jr., CB is working on a charter that will return

architectural approval to the POA in conjunction with Council Creek Properties, Inc. Sample language of the charter might include a statement like, “Requests would be considered by a committee comprised of two members of the POA and a member of Council Creek Properties, Inc. Recommendations for approval or disapproval would be forwarded from the committee to the board. If a member of the committee is seeking approval, they would recuse themselves from the approval process.”

If Council Creek Properties agrees with the charter, then the POA would receive a letter from them approving the process. The goal of the POA board, eventually, would be for a level of trust to be established that would eventually transfer the approval rights to the POA.

- **Status of Charter for Maintenance Committee** – This committee would be the same as the Architectural Review committee minus the Council Creek Properties, Inc., representative.
- **Agenda items for April 5<sup>th</sup> POA annual meeting** –
  - Committees
  - Boat dock
  - Bylaws
  - Mailbox
  - Elections
  - Roads
  - Fireproof Speaker
  - Amending deed restrictions
  - Others to be added as they come up
- **Jim & Candy Smith OSST permit issue** – Jim and Candy are asking for the board to support replatting their four lots into one so they can put the septic system on a lot other than the one on which the house is built. Mary will write the letter, e-mail it to HESSIE, and she will follow up with Jack, Jr., and then forward it to Jim and Candy.

### **Parking Lot Items**

- Insurance for the board – CB has been reviewing and is looking into whether or not there is a federal law that provides immunity from liability for volunteers. Perhaps the revised by-laws should include a statement that there are no employees – only volunteers.
- IRS form 990N – an e-postcard for non-profits with less than \$25000 income. CB shared the information with Suzi. Suzi received IRS1120H for homeowners associations. Suzi will look into which form she needs to file.

Next meeting – March 8, 10:00 a.m. at Suzi’s house.

The meeting was adjourned.