

**Minutes of the Copper Cove Association  
Board of Directors Meeting**

Present: President Ryan Oatts, Vice President Doug Oliver, Treasurer Mike Butterworth, Director Jack Cox, Secretary Jay Brands

Meeting Called to Order at 6:02 PM by Ryan Oatts.

The President led those present in the Pledge of Allegiance.

**Minutes**

August 22, 2018 Minutes approved unanimously (5-0).

**Open Forum**

No Member requests.

**Director Reports**

President Ryan Oatts reported that the Board has selected Aaron Green as the Manager of the Copper Cove Association. Melinda Geisness had resigned, to accept an offer with a local firm.

Vice President Doug Oliver noted that changes to the Architectural Control Board rules will wait until the new CC&R's have been passed by the Members.

Jack Cox told the Members that the new law firm, Baydaline & Jacobsen LLP, will be starting soon.

There will be open forums for the Member's input and questions, which will be considered in creating the new CC&R's.

Treasurer Mike Butterworth reported on the month's income and expenditures, stating that the bank accounts and assets were being properly used and accounted for.

Secretary Jay Brands had no report at this time.

John Cox reported on Code Compliance, and the recent property "red tag" issued to a residence on Signal Hill. The Sheriff's office, Animal Control, other County Departments were involved.

**Office and Maintenance Reports:**

Aaron Green, Manager, reported to the Members regarding Kiva Security, regarding improvements to the lighting at Kiva. Summer activities are done.

He has hired a new maintenance employee. There was a question from a Member regarding the new Manager position, and perks. Ryan Oatts stated that this will be discussed by the Board. In answer to another question, the Ryan replied that will be determined on the basis of need.

Aaron told the Members that the Halloween movie event in October and the Christmas in December will be held.

**Committee Reports:**

No Committee Reports.

**New Business Items:**

**1) Volunteer Appreciation**

Doug read the Certificate of Appreciation, stating that when Treasurer Mike Butterworth was elected to the Board, the financial situation of the CCA was in need of revamping, including corrections to previous year's statement and annual reviews. Over a two year period, Mike brought the financial

statements, reviews, and year end reports up to date. Due to Mike's hard work, the Treasurer now has correct information each month for the Members review and understanding. Doug presented Mike with a framed Certificate of Appreciation, and a \$50 dollar gift card, paid for by the Board of Directors.

## **2) Annual Budget**

Ryan Oatts reported that the decision has been made to outsource the 2019 Budget. It will be prepared by CID Consortium for the Treasurer's review and approval. Treasurer Mike Butterworth will prepare a budget, as a check on the proposed budget from CID.

Ryan Oatts made the motion to outsource the budget to CID for 2019. Mike Butterworth seconded the Motion.

Discussion: John Cox stated that the Board sets policy, and the Manager manages. The Manager Aaron Green will be given training, and earn Certifications as a HOA Manager. Treasurer Mike Butterworth explained that he wants CID Consortium involved so that the next Board and Treasurer has less work, allowing it to focus on Policy.

Motion passed 5-0.

## **3) Security–Kiva and HOA Properties**

President Ryan Oatts told the Members that there had been a meeting with the Sheriff's department, regarding security issues. Neighborhood Watch was explored, and might take 10 Members to head up separate area groups. Improved cameras were discussed for both Kiva and the CCA clubhouse, with the possibilities that they may be cheaper and mobile.

Ryan Oatts made the motion to add a Security position for CCA. John Cox seconded the motion.

Discussion: John Cox reported that the Sheriff had pointed out that our HOA had employed security in the past. Mike Butterworth noted that cameras should be installed at the CCA main entrances.

Ryan Oatts said the Board will open the position and set parameters.

Motion passed 5-0.

## **4) Summary of Personnel Decisions**

Ryan noted that all of the personnel decisions had been discussed and explained earlier in the meeting.

## **5) Kiva Rule Change**

Ryan Oatts explained the changes to the Kiva rules. John Cox and Manager Aaron Green agreed that the Rules would be broken down in appropriate groups.

Ryan Oatts made the motion to approve the Kiva Rules changes as read, John Cox seconded the motion.

Motion passed 5-0.

## **Meeting Adjourned**

Ryan Oatts made a motion to adjourn the meeting at 6:53 PM. Jay Brands seconded the motion.

Motion passed 5-0.

Respectfully Submitted,



Jay Brands  
Secretary