

**February 21, 2019**

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

Present: President Ryan Oatts, Vice President Doug Oliver, Treasurer Mike Butterworth, Secretary Jay Brands; Director Jack Cox Excused  
Meeting Called to Order at 6:00 PM by Ryan Oatts.

The President led those present in the Pledge of Allegiance.

**Minutes**

Doug Oliver made the motion to approve the January 15, 2019 Minutes, Ryan Oatts seconded the motion. Motion approved unanimously, 4-0.

**Open Forum**

Anne Plummer Lot #673 – Requested the use of the Black Creek Park for a Garden Club Fundraiser on May 4<sup>th</sup>. The Board asked her to check the availability with CCA Manager Aaron Green. The Park is available on a first-come-first-served basis.

**Director Reports**

President Ryan Oatts stated that Manager Aaron Green is doing well. He will be a great help to future Boards. We have purchased and mounted the new 75" TV up front, behind the dais. It will have multiple uses. The Board is continuing with the rough draft of the new CC&R's. We will have open forums in late March or early April.

In response to a question regarding sending the draft proposal out to Members, Ryan stated that they will be posted. Doug Oliver added that as Members see the CC&R's, rules can be explained, with the ability to implement rules after the CC&R's pass.

Vice President Doug Oliver told the Members that he met with the Architectural Control Board (ACB) regarding rules for processing applications. He explained the variance process. He finished by saying that it was a good meeting. He may meet with Aaron and the ACB again.

Treasurer Mike Butterworth stated that he had received the January Financials from CID Consortium the day before this meeting. He did not have new statements for the Reserve Accounts. He may recommend replacing the expiring account with a "liquid account", to take advantage of the higher interest rates, and have the funds available as needed. All of the accounts are in good stead. There had recently been a regular \$19,000 payment for insurance. He closed by saying that, "Things are good".

Secretary Jay Brands told the Members that he is looking forward to the CC&R and By-Laws open informational meetings and the approval process. The goal is to build a solid foundation for future Boards of the CCA.

Mike Butterworth added that he is working with his wife to provide a document showing the new CC&R's versus the old CC&R's, for comparison sake. In answer to a question

regarding rules for lot maintenance, it was stated that there will be, after the new CC&R's are approved.

Ryan Oatts noted that he, Mike Butterworth and Aaron will be meeting with the 8A Board.

### **Manager's Report:**

Manager Aaron Green reported on many items. Among them are:

- He has been contacted by a Member that wants to restart the Events Committee. They will be producing a charter.
- There will be additional trees added this summer, or possibly later.
- The past storms have taken a toll on the park. He is working to produce an annual budget
- Weed Control is done for now and will continue when the weather clears.
- The Club House floors have been stripped and recoated. A Plus Cleaning will start the monthly upkeep/maintenance. To maintain the floors, new feet will be provided for the tables and chairs.
- 71.5% of Member accounts have been paid in full. At this time last year there were 489 unpaid accounts versus 578 accounts this year. There are about 100 accounts in arrears from last year.
- The major task of uploading all the 2018 CCA documents to the SAC Web website has been completed. Now 2 files will be uploaded each month.
- The new Office Assistant, Angela Hilscher, has been with us for a month now. She is picking up the tasks and is becoming a great help. She is working 20 hours a week, but more if any of the projects require it.
- All the Kiva attendants from last year are returning for another season. The employee retention is improving each year.
- The past few storms have taken a toll on the parks. Two very large oak trees have fallen on trails and are in the process of being cleaned up. A section of large pine fell on the launch ramp and has been removed.
- Several other items were listed in the report.

### **New Business:**

#### **1) Lot 120 Variance Request**

Doug Oliver recused himself, because he is a close neighbor of the Members requesting the variance. The item was tabled until the end of the meeting.

#### **2) Staff Uniforms**

After discussion of the number of shirts needed, sizes required, and relevant costs, Aaron said that the total cost through Port Authority for their EZCotton Polo K8000 would be \$2,011.80, all inclusive. Mike Butterworth asked about getting 3 estimates. Aaron replied that he had done the research online for other manufacturers, and the fact that we had used Port Authority before meant they did not have to do additional artwork, and they

came in under the other manufacturers. Ryan Oatts made the motion to authorize the purchase with a \$2,012 limit. Doug Oliver seconded the motion. Motion approved unanimously, 4-0.

### **3) Transfer ACB Files to Digital Form**

Aaron noted that the ACB files took 5 file drawers of space in their current paper form. It would cost \$5 per file to transfer them to CID. It was also noted that there is currently no backup for the files. After discussion, Doug Oliver made the motion to direct President Ryan Oatts to work with CID provide a digital solution and cloud-based backup for all ACB records currently filed, as well as future records. Mike Butterworth seconded the motion. Motion approved unanimously, 4-0.

### **4) Shuttle Service for Kiva**

Mike discussed having separate trailer and passenger vehicle parking. It would be a golf cart type vehicle. We would likely need a gas cart, street legal, probably reconditioned, possibly with doors seating 6 or more people. There would be a designated loading zone. Ryan Oatts made the motion to direct Aaron to get estimates on retrofitting the shed, or replacing it, as well as estimates on retrofitted vehicles, with a limit of \$5,000 for the vehicle, and \$500 for insurance. Doug Oliver seconded the motion. Motion approved unanimously, 4-0.

### **5) 2 Year Vessel Registration**

A 2-year CCA vessel registration would coincide with the DMV rule for vessel registration. CCA issues 450 vessel stickers each year. Each registration would cost \$10, twice the current \$5 fee for 1 year. (\$5x2=\$10). Ryan Oatts made the motion to direct Aaron to look into a two-year CCA vessel registration to coincide with the DMV rule, at a cost of \$10. Doug Oliver seconded the motion. Motion approved unanimously, 4-0.

### **1) Lot 120 Variance Request (Tabled Earlier in the Meeting)**

After discussion, Ryan Oatts made the motion to accept the ACB recommendation to approve the variance request for Lot 120. Mike Butterworth seconded the motion. Motion approved unanimously, 3-0. (Doug Oliver recused).

### **Meeting Adjourned**

Doug Oliver made the motion to adjourn the meeting at 7:42 PM, Mike Butterworth seconded the motion. Motion approved unanimously, 4-0.

Respectfully Submitted,



Jay Brands  
Secretary