

**CAPE CARANCAHUA  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING  
January 13, 2021  
Minutes**

President Pam Stewart called the meeting to order at 6:00 p.m. Board members Charles Taylor, Robert Johs, Marie Weakley and Larry Schroeder were present with two property owners in attendance.

Mr. Johs moved to accept the minutes of the December 9, 2020 Board Meetings as written. Ms. Weakley seconded the motion, which passed unanimously.

**Financial Report – Charles Taylor**

Mr. Taylor asked for questions about the Capital Summary, Profit & Loss Comparison, Profit & Loss Budget Performance, Petty Cash Report, and December check register. There were none.

**Maintenance Report, December 2020 – Larry Schroeder**

No questions were asked about the report.

1. Performed routine maintenance to all equipment
2. Performed routine mowing of all common grounds, property owner lots, & sides of roads as needed
3. Trimmed trees
4. Rolled gravel roads after rain
5. Burned brush in pit
6. Removed damaged pier (lights, electrical, boards, posts, benches, etc.)
7. Placed posts at speed hump to keep vehicles from driving in ditch
8. Replaced faulty breaker for entrance gate
9. Transported lumber from boat ramp pier to burn pit yard
10. Repaired electric plug at park 1 pier

**ACC Report – Marie Weakley**

Three building permits were issued in December 2020 with \$1,750.00 collected in permit fees. One new manufactured home permit was issued.

**Legal and Compliance Report – Robert Johs**

The Cape's attorney continues to pursue collection of past due account and pursuing foreclosure of those who do not comply. Non-compliance fees continue to be assessed to property owners who are in violation of CCPOA Deed Restrictions, Policies, and Regulations.

**Old Business**

1. Have one bid for tree trimming, accepting bids
2. Discussed 2021 election procedures, position 2 & 4 unopposed, position 1, 2 candidates running. (Information attached.)

**New Business**

1. Mr. Johs made a motion to continue mowing agreement with Robert Boone for March 15, 2021-March 14, 2022. Ms. Weakley seconded the motion, which passed unanimously.

**Other Business**

1. Send E-mail to property owners that the cape has used pier posts, 6'- 8' long, 6" diameter at the burn pit. Interested property owners can contact the office.
2. Send E-mail to property owners that cape foreclosures will be auctioned at the Jackson County auction February 1, 2021, 10:00 a.m. at the courthouse.

An executive session was called at 6:20 p.m. The board returned at 6:25 p.m. with recommendation: Office Assistant, Bettie Sanders, at end of 90 day probation period (hire date October 14, 2020) will receive an hourly raise.

Mr. Johs made motion to approve executive session recommendations. Ms. Weakley seconded the motion, which passed unanimously.

The next Board of Directors meeting will be on February 14, 2021, at 1:00 p.m. in the Community Center, followed by the CCPOA Quarterly Meeting at 2:00 P.m.

The meeting was adjourned at 6:30 p.m.

Respectfully submitted,  
Larry Schroeder, Scribe

/s/ Pam Stewart  
Approved

February 14, 2021