

**CAPE CARANCAHUA  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING  
January 18, 2023  
Minutes**

President Pam Stewart called the meeting to order at 6:00 p.m. Board members Charles Taylor, Paul Warren, Robert Johs, and Larry Schroeder were present. There were no property owners in attendance.

**Approve Minutes** - Mr. Johs moved to accept the minutes of the December 14, 2022; Board Meeting as written. Mr. Schroeder seconded the motion, and the motion 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 was a discussion of the possibility of having to purchase mowing equipment in the future if the contractor did not renew his contract past 2023. There was also a discussion of future pool maintenance and the pools' income and expenses.

**Permits & Compliance Report – Paul Warren**

There were four permits issued during December including one new home.

Non-Compliance fees continue to be assessed when necessary to property owners who are in violation of CCPOA Deed Restrictions, Policies, and Regulations.

**Maintenance Report for December 2022 – Larry Schroeder**

1. Performed routine maintenance to all equipment.
2. Performed routine mowing of all common grounds, property owner lots, & sides of roads as needed.
3. Routine cleaning of Brush Pit.
4. Removed dead palm trees at office.
5. Repaired tarp at Brush Pit.
6. Repaired boards at Boat Ramp Pier and Bulkhead.
7. Placed rubber molding on doors at Community Center.
8. Constructed desk at office.
9. Winterized pipes within the Cape.
10. Began repairs on fence at Brush Pit damaged by high winds.
11. Began repairs on the sink in restroom at Park 1.

No questions were asked about the report.

**Legal Report – Robert Johs**

We have no further update on the Cape's attorney's protest to Jackson County's Appraisal district in Edna for the 2022 property tax appraisals for all common grounds, etc. owned by the Cape.

**Old Business**

There was no old business.

**New Business**

There was a discussion about how to orient new property owners, specifically on the Cape's Restrictions as well as Policies. A motion was made by Ms. Stewart that new property owners will be called by a board member to welcome them to the Cape and go over relevant Regulations, Policies, etc. Mr. Johs seconded the motion and it passed unanimously.

Mr. Warren volunteered to be the Director of the Community Center. There was a discussion about keeping a spreadsheet of expenses related directly to the Community Center in relation to it's use for functions.

**Property Owners Registered to Speak – None**

**Schedule future meetings**

There will be a Working Board Meeting on Thursday January 9, 2023 at 1:00 in the Community Center. The next regular Board of Directors Meeting will be February 15, 2023, 6:00 p.m. at the Community Center.

Adjourn to Executive Session at 6:30 p.m. to discuss employee compensation.

The meeting was adjourned at 6:52 p.m.

Respectfully submitted,  
Bettie Sanders, Scribe

/s/ Pam Stewart  
Approved

February 15, 2023