

## **CPOA Board Meeting Minutes**

### **May 4, 2013**

Minutes approved August 5, 2013

The meeting was called to order by Hugh Butler at 1:50 p.m.

Present: Hugh Butler, John Jackson, Bill Neches, Jennifer Delancey, Donna Zellers, Av Posner, John Viehe, plus Robert Kimble, Sandy Miller, Helen Habenicht and Mary Davenport via conference call. All reported they were able to hear and be heard and agreed to waive notice of meeting and conduct business.

Also present were Laura Damon, (NLIC), Bob Jeffrey (CPOA Nominations Chair) and Robert Kimble (POWR Chair-on the call).

The meeting began with the President's Report. Hugh thanked everyone who participated in the strategic discussion just prior to this meeting and noted that all wished to keep current CPOA activities (listed on the agenda) and suggested taking on new projects such as a business center (Helen and Bob), extended hours for the library (Hugh), and a call box or telephone 911 for public use (no one). Hugh noted that CPOA could use more volunteers, particularly those who are willing to lead such projects and reminded the group that one did not need to serve on the board in order to serve as a leader or volunteer in committee.

A motion was then made and carried unanimously to ratify the actions of the president since last summer, those being listed on the agenda.

John presented a Treasurer's Report showing a cash balance of nearly \$27,000. He stated that 2012 was a losing year due to poor membership dues but that 2013 memberships were 485 and still coming in. Hugh noted that the simpler mailing this year included an envelope and a membership card, went out earlier and was easier and less expensive to prepare than past years. The Institution has a good property owner database which they now share with us, relieving us of the necessity of keeping our own. Hugh also noted that the loss of secretary Linda Creech due to family issues was a challenge since she had processed the membership records last year and someone needed to take over that and other duties as soon as possible.

Bob said Nominations Committee was looking at that position as well as a treasurer successor to John. He also noted that this year the odd number areas would be expiring and he needed confirmation from current members that they were willing and able to serve again, as all are eligible for a second term. Bob also asked that anyone who knows of someone with an interest in being a Trustee for the Institution should approach him or another member of his committee

as soon as possible. CPOA's Board votes for our nominee prior to the August Annual Meeting. Over the next four years, each of our "Class B" trustees will be retiring, so four good candidates should be identified and encouraged to make visible efforts on behalf of property owners and the CPOA.

Bill answered questions about his outdoor lighting report and promised to lead the Sunday night "walk-about" and surveys again this year. The Institution is cooperating fully, lending us their expertise and labor in setting our demonstration fixtures on poles at the proper height.

Bob presented ideas for Membership Identity and promised to follow up with a budget and a plan. A resolution made to provide Bob with \$1500 spending authority passed unanimously. He will discuss with Hugh and others, see if he can get a gate pass holder or other identity plan put together in time for the pre-season potluck. Bob also volunteered to input the dues data into the database so we would know who has paid for 2013. Should we test mail to time share owners once to see if they respond?

Hugh noted an oddity about our corporate structure: CPOA, inc., is a non-profit but not a charitable entity. Therefore, donations and dues are not tax deductible. Hugh motioned to continue CPOA's annual donation to the Chautauqua Lake Association and to discontinue CPOA's annual donation to Westfield Hospital this year, as funds were less than expected. The motion carried. We should consider distributing envelopes for donations to approved organizations, such as Westfield Memorial Hospital and the Chautauqua Lake Association, so that members could donate to them directly.

Hugh has invited public safety officials Al Akin and Mark Powers, of the police and fire departments respectively, to join us at the pre-season potluck dinner to answer questions. He asked if anyone could think of an award we could present to our security chief or his officers.

The meeting was adjourned at 3:05 p.m.