

CAPE MEARES COMMUNITY ASSOCIATION

BOARD OF DIRECTORS

April 21, 2016

7:00 PM

ATTENDANCE

Charles Ansoerge
Marcille Ansoerge
Kevin Burke
Anita Johanson

John Harland
Deborah Neal
Mike Neal
Patti Smith

Mike Smith
Chris Spence

1. Call the Meeting to order.

The meeting was called to order by President Charles Ansoerge at 7:03 pm.

2. Approval of Agenda

Charles asked that an item be added to New Business related to board eligibility and that Item 8D under New Business, Procedures for Managing Money, be removed since it was listed under Old Business 7B. Kevin Burke moved and Anita Johanson seconded that we accept the agenda as amended. Motion passed.

3. GUESTS:

Mike Neal was present as a guest.

4. Approve the Minutes of:

A. January 31, 2016

There were no changes to January 31, 2016 minutes and Patti Smith moved and John Harland seconded that we accept them. Motion passed.

5. Review the Financial Statements as of April 1, 2016.

A. Documents for Annual Report

Anita Johanson, treasurer, passed around a list of those who contributed to fundraising for 2015 as well as a comparison of budgets for the years 2013-2016; these will be included in the Annual Report.

Anita reported that all bills have been paid, including insurance and fees required for being a 501(c)(3). There is a healthy balance in the treasury.

B. Directors' and Officers' Insurance Document

Anita asked that all officers look at the document so as to be familiar with it.

C. Certificate of Existence

Anita reported that CMCA could purchase for \$10.00 a Certificate of Existence issued by the State of Oregon, indicating that CMCA is a 501 (c) (3). After discussion, Kevin Burke moved and John Harland seconded that we purchase the Certificate. Motion passed. The document will be framed and hung in the Community Building.

D. Audit of Books

The audit will be a review of books since it is not being done by an accounting firm. Anita will be contacting Ellen Steen to do this review of books. A member of the Board also will help. This will be done by the Annual Meeting in May.

6. REPORTS

A. Social Chair

Deborah Neal, Social Chair, reported that a potluck was held in February and sparsely attended. There was no potluck in March since it was the night before Easter. A potluck will be held on Saturday, April 30th this month. Deborah is open to ideas for activities for the Memorial Day (Sunday, May 29th at 1:00 pm) and July 4th picnics. She has entertainment lined up for July 4th. It was suggested that CMCA consider some fundraising for emergency purposes for July 4th. Deborah had a well-attended poetry reading in March.

B. Building and Grounds

Mike Smith reported that when the equipment for the Cape Meares fire truck was checked, it was discovered that the AED Defibrillator was not working. Until the Tillamook Fire Department provides a new one for the fire truck, the one located in the Community Center will be located on the fire truck, at which time it will be returned to the Center.

Patti Smith reported that the clean up day on Saturday, April 16, was a success with a large turnout. All work was completed except for some painting of the door to the Storage Shed and the cleaning of the grill. She thanked Kathy Burke for permitting the yard debris to be deposited on her property so that Patti did not have to take time to take it to the county dump as well as pay fees to do so. Charles gave kudos to Patti and Mike for excellent organization of tasks so that each person arriving knew what to do.

Patti reported that there is presently \$106.00 in the fund budgeted for expenses related to the Building and Grounds. The Steen family has the Building rented for the May 22. It was also reported that Spike Klobas had borrowed the coffee pot and as a thank you, left a wooden napkin holder decorated with a fish.

C. Update Re Proposed Spit Rezoning

John Harland reported that there has been no further progress regarding the change of zoning. John and Charles will be meeting with Mark Labhart, a Board of Commissioner member who will be retiring at the end of the year, to discuss the progress and other matters related to Cape Meares. John also said that the Planning Commission is writing a report of what can and cannot be done on the Spit, which would be a useful document for landowners.

The North Coast Land Conservancy (NCLC) is negotiating with the owners of the Stelflug property, approximately 45 acres, some of which is underwater, to purchase the property and then present it to the County. Charles had written a letter of support from CMCA for NCLC to purchase the land and transfer it to the County. Charles has asked that NCLC keep CMCA informed of actions related to this.

D. Emergency Preparedness Progress Report

Deborah Neal reported on suggestions for items for the storage unit on 7th Street. She showed items that she purchased cheaply at Ikea: a storage bag that fits well on the shelves and would contain items needed,

slippers for the shoeless, ponchos, and wristbands with numbers to help identify who has what task. She is working on a manual that would give instructions on what needs to be done in case of an earthquake/tsunami. She said that she is getting much of this information from FEMA guidelines for preparedness for disasters. Mike Neal said that until CMCA has funds for purchasing items for the storage units, it is best to concentrate on items that are no cost and suggested that CMCA get 50 pails from the Tillamook Creamery. It was suggested that the unit on 7th Street could be a model for residents and visitors to visit at the July 4th potluck. It was also suggested that neighborhood captains meet and determine if any special items should be available for neighborhoods. Most of the contents will likely be the same for the storage facilities.

7. OLD BUSINESS:

A. Community Report on 100 acre property given to CMCA by Stimson

Charles reported regarding the road that has been damaged by December storms. There was an easement granted for the adjacent property owner, presently the Grimm brothers, to use the road but the easement was never filed with the County so therefore they have no use of the road. CMCA is responsible for repairs to the road and the maintenance of the area. Chris reported that the road has been added to a list of repairs in the County as a result of the December storms but that there is not enough money available for all projects and so there will probably be no money for repairs. Chris suggested that a simple plan to improve the present situation would cost approximately \$6000.00; this would involve removing the culvert and going back to native soil. Charles and Chris will continue to research the situation and consider ways of getting funds.

B. Procedures for managing money received for CMCA matters

Anita has not yet created a plan. She said that for the past three years, \$500 was budgeted for reserves and that these funds are still in the same account as the operating funds. She suggested that these funds be moved to a savings account. Patti moved and Deborah seconded that \$1500.00 be moved into a savings account to be used as reserves. Motion passed.

C. Agenda for May Annual CMCA Meeting

Charles asked for items to be on the agenda for the May Annual meeting. Mike Neal suggested fundraising for emergency supplies. John asked that a report be given on the meeting that he and Charles have with Commissioner Labhart tomorrow. Patti said that there is interest in having a community garage sale during the July 4th weekend; someone would need to head it.

8. NEW BUSINESS

A. Candidates for Board vacancies

Anita and John have agreed to continue serving on the Board. There is still one vacancy that needs to be filled. Charles has contacted a few residents but so far has not had anyone agree to be a nominee. Some names were suggested. It was also discussed having a couple serve on the Board with one vote. Charles will look into whether a change would need to be made to the by laws to do this.

B. Removal of culvert from former Stimson property that CMCA owns

This was discussed under 7A Old Business in relation to the report on the property given to CMCA by Stimson.

C. CMCA Annual Report

Charles asked that Board members submit reports for the Annual Report to be presented at the May Annual meeting.

D. Procedures for Managing Money

This item was removed from the Agenda at the time of the approval of the Agenda.

9. ADJOURNMENT

The meeting was adjourned at 9:00 pm.

Submitted by Marcille Ansonge, recording secretary

ALL REGULAR MEETINGS ARE OPEN TO CAPE MEARES RESIDENTS. PUBLIC PARTICIPATION IS ENCOURAGED.

DRAFT