

Cape Meares Community Association Board

Regular Monthly meeting on the 2nd Monday of each month at 10:00am

Board Meeting November 12, 2022, 10:00am

Members of the Board Present:

Wendy Burroughs, President
Sean Kohles, Treasurer
John Harland, Secretary
Patti Smith and Mike Smith, Community Center Managers
Kathy Burke (membership approved during this meeting)

Could not make the meeting

Anita Johanson
Randy Klobas
Tomé Deckard

Sean Kohles, treasurer, and meeting chair, opened the meeting at 10:00am and reviewed the agenda

Last meeting minutes.

Motion 1: proposed by Sean and seconded by Patti: Board accept the minutes of the October 10th meeting. The minutes were approved unanimously.

New Board Member

Under section 17 of the Bylaws, "Vacancies on the Board not created by a removal may be filled by approval of the Board".

Motion 2: Proposed by Sean and seconded by Wendy: Kathy Burke be appointed as a member of the Board of Directors. The motion was approved unanimously

Thank you, Kathy, for joining (rejoining?) the CMCA Board

Financial Report, Sean

The credit card application is making its way through the signature loop

The community has been very generous donating in response to Wendy's fund raising letter with over \$10,000 received. Sean indicated that we get more of each donation if we receive checks, which cost us no fee. Venmo fees at about 2% are less than credit card fees that cost approximately 3%. However, all donations are welcome and convenience is important for people to kindly make donations that they would otherwise not make.

Any donations that do not specify a specific fund will be treated as unrestricted donations to CMCA

We discussed brick donations. Kathy will contact Chris to find out if there are any bricks waiting to be purchased or laid. CMCA barely breaks even on the brick purchases. If we do brick sales in the future, we should batch the purchase to reduce the costs and do an analysis to evaluate what we should charge.

Sean has been reviewing our insurance policies with our agents. There are two major insurance policies, one covers Officers and Directors (O&D) acting on behalf of CMCA and the other covers the Community Center and the land that CMCA owns through donations. Sean will add the emergency storage sheds in the buildings and land insurance.

Thank you, Sean, for your review of our financial system.

Watershed Conservancy -- Wendy

Wendy reviewed the current state of fund raising. The North Coast Land Conservancy (NCLC) has agreed in principle to assist in the fund raising and their Board has approved developing a Memorandum of Understanding (MOU) with CMCA

Motion 3: Wendy proposed, and Patti seconded that the Watershed Conservation Working Group (WCWG) proceed to develop an MOU with NCLC. Motion passed unanimously

The WCWG may need quick approval for funds to pay the contractor doing a yellow book appraisal of the Grimm Land, to enable us to apply for Grants. It was agreed that in the interest of speed we would review and vote on any request to pay for the yellow Book appraisal by email

Motion 4: Proposed by Wendy and seconded by Kathy that in the interests of time. we will use email to review and, vote on any request for funding of the yellow book appraisal.

Wendy has asked to present to the Oceanside Water Board (OWB) this week. The intent is to let OWB know about the proposed purchase of the Grimm land so that we can get their support if needed in the future

Thank you, Wendy, for all of your long and hard work on this important watershed protection project

CMCA Bylaws

As secretary of the CMCA Board, I have been reviewing our bylaws. As we are potentially handling larger sums of money regarding the Watershed Conservancy property purchase and using the 501c3 status of CMCA to accept donations and write receipts that may be used by the donor to obtain a tax deduction, it is very important that we rigorously follow the bylaws of CMCA.

Attached to these minutes are a copy of CMCA Bylaws for your refresher

