

**Carlyon Beach Homeowner's Association  
Special Board Meeting Minutes  
March 31, 2021**

- I. **The meeting was called to order at 6:05pm by Sandi Allen**
- II. **Flag salute.**
- III. **By-Law proposals –**
  - a. Lisa worked with Marcia to get the three By-Laws that pertained to Assessments, including explanations, completed. This is the format that will be forwarded to the Lawyer. Sandi felt Proposal 1, to raise the General Operating Fund Assessment, was good. It explained what needed to happen and why.

**Motion 1 – Patricia Olive moved that we accept the change on Proposal 1 to raise the General Operating Fund from \$53 a month to \$58 a month. Bill Allen seconded. Approve 7/0.**

- b. Proposal 2 - Lisa proposed an increase to the capital reserve fund assessment by \$5 a month.

**Motion 2 – Bill Allen moved that we accept Proposal 2 to raise the Capital Reserve Fund by \$5 per month from \$16 a month to \$21 per month. Marv Harris seconded. Discussion – Patricia Olive asked how much a \$5 a month increase added to the fund. \$5 a month generates about \$42,000. This information might be added to the Proposal. Jeremy asked if there can be a beefed-up explanation before it goes to the community. Approved 7/0.**

- c. Proposal 3 is to raise the slide lot assessments from \$50 to \$100 a year. There are a number of spelling errors that need to be corrected. The term is materially affected. There are 3 typos that need to be corrected. There are approximately 30 slide lots. The owners of the 3 slide lots that are inhabited wanted to pay what the rest of the slide lots are paying. This agreement does not go forward if and when those properties are sold.

**Motion 3 – Proposal 3 was discussed. A vote was called to approve the increase to slide lot assessments. Approved 7/0**

- d. Proposal 4 - Jeremy explained that the proposal he and Stan submitted has some formatting issues that took out the proposed changes and added some verbiage back in. Sandi pointed out that the words Committee Member seems to be missing. The changes in the first paragraph are adding the word "in writing" to how a conflict of interest is disclosed. This shows that the Board and Committee members are held to the same standards. Stan felt there should be some latitude on making a judgement call. All these Proposals will go to the lawyer for his comments. Jeremy asked what the worst that could happen if this is passed. He felt that this puts the onus on the Board. Stan said that if we put it in writing it mandates it. Several felt that conflict of interest issues should be mandated. Currently there is only the Architecture Committee that

would be affected. Jeremy stated that he is willing to remove paragraph 3. Patricia noted that there is the use of "he or she has" in Article IV that should be changed to "they have" in accordance with the By-Law changes that went into effect in June. Corrections that need to be made are as follows:

1. Change he or she has to they have.
2. Add in writing Correct spelling of recuse.
3. Remove the 3<sup>rd</sup> paragraph.
4. Add or committee member.

**Motion 4 – Stan Harris moved to accept Proposal 4 as aforementioned. Jeremy Madden seconded. Approved 7/0.**

e. Proposal 5 – Stan indicated that he was not sure we could move forward with this proposal without the changes notated. Lisa thought we were all in favor of the idea of it. Sandi indicated that if Stan can send us the proposal on the form the way we need it then we can vote with a caveat subject to review when we receive it in the proper format. Typos need to be corrected. Remove tract replace with parcel. It also defines that only a natural person can be a member. If a non-natural person, or entity, owns a lot they must elect a natural person to act as the member.

**Motion 5 – Jeremy moved that we accept Proposal 5 with the caveat that Stan send out the proposal in the approved format for review and further discussion, if needed, prior to sending it to the lawyer. Marv Harris seconded. Approved 7/0.**

**Motion 6 –At 7:08pm Jeremy moved that we go into Executive Session for the purpose of discussing possible liability issues. Sandi Allen seconded. Approved 7/0.**

**Motion 7 – At 7:20pm Bill Allen moved that we return to regular session. Marv Harris seconded. Approved 7/0.**

**Motion 8 0 At 7:20pm Lisa Krupp moved that we adjourn the meeting. Jeremy Madden seconded. Approved 7/0.**

Respectfully submitted,

A handwritten signature in cursive script that reads "Patricia Olive". The signature is written in black ink and is positioned to the right of the typed name.

Patricia Olive, CBHA Secretary  
Water and Wastewater Trustee