

CMCA General Meeting Minutes

March 8, 2014

Attending: Chris Spence, Anita Johanson, Keith Johanson, Bob Garrigues, Deborah Neal, Patti Smith, Mike Smith, Jane Spence, Merilee Sommers, Marti Cooksey, Brooks Sanders, Kevin Burke, Kathy Burke, Veronica Paracchini, Olli Ollikainen, Randy Klobas, and Charles J. Ansorge.

1. ANNOUNCEMENTS

- Meeting called to order by CMCA President, Chris Spence, at 10:00 AM. Chris announced that today's meeting was scheduled because of the need to postpone the regularly-scheduled February CMCA meeting due to weather.
- On February 15, 2014 nine Cape Meares residents completed the AED training offered by the Tillamook Fire Department. They also received additional first aid training. Each of these individuals will be provided access to the Cape Meares Community Center in order to remove the AED device if needed. All of our Cape Meares firemen are now trained to use the AED.
- Mike Smith, one of the Cape Meares volunteer firemen, indicated that he and the other Cape Meares firemen were currently participating in an eight-week training course that will qualify them for more medical assistance and will be at a level just below an EMT.
- Randy Klobas shared shingles of the type that will be installed this summer on the community center. These are high quality shingles with a smooth cut that might be painted should this be of interest after at least one year of drying. He said that beginning in May the old siding for the addition will be removed and the new windows installed except for the two on each side of the front entry. The original siding will be kept on the east side where there is the entrance to the new addition. In addition the small area that is behind the bulletin board will also be kept as it is. Chris Spence will lead this phase of the project. Randy will be leading the project to install the shingles and plans to begin the process after July 4. He will be asking for about six volunteers for a crew to work on the siding, but wants to have only three or four assist him at any one time. There was a sign-up sheet passed around and additional sign-ups for these work details will be made available later in the spring.
- Bob Garrigues provided an update on matter related to the water supply for Cape Meares. The timeline for building a new water tank for the community has fallen behind schedule. The site for the tank has been cleared, a foundation poured, and the bottom ring installed. We are awaiting delivery for the tank parts that should be arriving in the next week to 10 days. After delivery is received approximately six weeks will be required to assemble. If everything is on time from now on we might expect the tank to be available for delivering

water to our community by late April or early May. The status of our “old” tank is precarious. There is no guarantee that it will continue to supply water to our community until the new one is online. The landslide near the vicinity of the tank remains very active. Residents of Cape Meares are encouraged to have a supply of water available should the tank fail unexpectedly. There is a by-pass in place, but it will take time for valves to be opened and closed and have this switch completed. All residents should have 5-10 gallons of potable water available at all times for drinking purposes and a larger quantity of non-potable water that could be used for toilet flushing, etc.

2. APPROVAL OF November 2013 CMCA MINUTES

Merilee Sommers moved, Patti Smith seconded, approval of the November, 2013 CMCA minutes. Motion approved.

3. TREASURER’S REPORT

Anita Johanson presented the treasurer’s report. She shared information regarding the fund-raising efforts of CMCA during the past year and especially during the month of December. Total CMCA income received in 2013 was \$7895.50. Total expenditures during 2013 were \$4881.00. Total contributions for the Schoolhouse Preservation Fund: \$13,072.13. Current CMCA operations amount: \$5331.78. Schoolhouse Preservation Fund total remains \$13,072.13.

Below is the approximate budget for CMCA activities for 2014.

Building and Yard Management	\$300.00
Donations and Gifts	\$0.00
Fundraising (publicity and materials)	\$1,000.00
Insurance	\$1,650.00
Legal	TBD
Maintenance and Repairs	\$500.00
Reserves	\$500.00
Social Committee	\$750.00
Utilities	\$400.00
Total	\$5,100.00

4. BUILDING MANAGER

Patti Smith gave the report for matters related to the community building. She indicated an appropriate-sized fire extinguisher was installed next to the entry door for the community center. This followed a visit to the building by the Tillamook Fire Inspector. There are now three extinguishers at various locations in the building. Mice were found to have invaded the under-sink area in the kitchen but since traps were placed there has not be a recurrence. The building manager is supplied with \$200 for expenses. For the 2013 year the

amount remaining in this budget item was \$92.12.

5. SOCIAL CHAIRMAN REPORT

Deborah Neal updated the community on planned social activities for 2014. Most all of the members of the Executive Committee have agreed to host various events planned during the year. Other members of the community are also encouraged to either host or to consider scheduling the use of our community center for an activity to which everyone in Cape Meares is invited. She cited the following as examples of community events: musical event, movie screening, a poker night, a lecture, a one-day class, a dance, or something else that might interest you and perhaps others. If you have an idea be sure to contact Deborah.

Deborah also offered an idea of how we might follow a plan for bringing food to future potlucks that would provide for a variety of different types of dishes for the events. She will share this plan when a future notice is sent to the community announcing an upcoming community potluck.

Deborah reminded those who attended about the planned St. Patrick's Day dinner that will be hosted by Merilee Sommers on Monday, March 17. The suggested donation for this special event is \$10 and will include traditional food for this special day. A flyer was previously sent to the community regarding this event. Anyone interested in attending the dinner was encouraged to contact Merilee by no later than the end of the day on March 14.

Finally, Deborah discussed ideas for the July 4 holiday and the special community celebration for Labor Day. On July 4, a parade will again be featured, this time on Friday, July 4. (Note: *The July 4 Parade is NOT a CMCA sponsored event.*) This will be followed by the annual picnic. The next day there will be an art show and a plant show with residents able to sell either their art or their plants at the community center. The next day the theme will be Tsunami Sunday with a variety of events to be scheduled. On Labor Day, the idea is to have interested residents set up a table on the grounds of the community center for selling garage-sale type items. It would be expected that individuals wishing to reserve a table on the grounds would share a percentage of their sales with CMCA. CMCA will send out notices and publicize the garage sale for the weekend.

6. RESULTS OF COMMUNITY SURVEY

Chris Spence shared the results of the survey that was completed by 47 Cape Meares residents in early February. Below are highlights of this survey.

Nine out of 10 respondents reported the community center played an important role in their lives with almost the same percentage (89%) agreeing or strongly agreeing that we should continue with our efforts to preserve this special piece of real estate. The monthly potlucks are not as popular as we would like them to be. Only about four out of ten residents said they enjoyed the potlucks so there may be some efforts to make them more enjoyable over time. The large holiday events sponsored by CMCA remain very popular as three-quarters of residents enjoy them. Maybe this percentage will increase a bit if we find entertainment for July 4. There were 68% who thought we should find entertainment.

We were not surprised that 100% of the respondents believed efforts should be made to maintain our fire station in Cape Meares and 86% agreed or strongly agreed that our efforts in the area of emergency preparedness were appropriate and should be continued. We were pleased so many respondents thought the members of the EC were being good stewards for the money that was being collected and dispersed. There were 77% that agreed or strongly agreed with the operating budget being a reasonable amount for our sized community.

It seemed clear that the work of the EC in the area of fund raising needs some fine tuning. There certainly is strong support for the concept of needing donations from residents to support community activities, but there was a difference of opinion regarding the timing of the fund raising efforts. This is an area where the EC will do some studying and share a plan of action of what seems best for the community in the future. We would like to regularize a way to generate funds that will enable our organization to continue promoting the activities that most residents regard as being important.

Efforts to notify residents via the MailChimp newsletter were very well received with 93% agreeing or strongly agreeing that notices of upcoming events have been useful to community residents. And the percentage increased to 100% for the reports shared via MailChimp for the water crisis that the community faced in 2013.

We read lots of excellent comments regarding activities that we might consider scheduling for the future. We live in a community where residents are much more interested in being out and about than just finding a shade tree to sit under. We have people interested in exercising, playing chess, or planning a movie night at our center. Others are interested in scheduling educational offerings in our center dealing with topics like plant identification, building or repair, foraging, fishing, economics, biology, birding, hunting, clamming, or crabbing. Don't expect to see all of these scheduled next month, but perhaps a few of these good ideas might be tried in the months ahead.

7. RATIFICATION OF EXECUTIVE COMMITTEE APPOINTMENTS

Prior to the November 2013 CMCA meeting there were several vacancies on the Executive Committee due to resignations. These resignations made it difficult, at times, to have a quorum of members to meet. The Executive Committee asked Chris Spence to seek individuals who might volunteer to fill two of the vacancies. This was done in the days that preceded the November CMCA meeting and after an agenda had already been sent to community residents. Because of this reason, the Executive Committee asked residents at the CMCA meeting to temporarily authorize Merilee Sommers and Anita Johanson to be Executive Committee members until the February CMCA meeting and then to seek ratification of these two additions to the Executive Committee. Chris Spence had been the treasurer elect and had also asked that he could become the secretary-elect instead of the treasurer-elect.

Following the explanation of the action taken at the November meeting, Jane Spence offered the following three-part motion:

- Anita Johanson approved to be the treasurer of CMCA filling the vacancy created by the resignation of Pasta Moore and that her term of office will be until June 30, 2014.
- Merilee Sommers approved to be the treasurer-elect and that her term of office will be until June 30, 2014 after which she would become the treasurer.
- Chris Spence be the secretary-elect and that his term of office be until June 30, 2014 after which he would become Secretary.

Motion was seconded by Olli Ollikainen; motion approved.

8. PROPOSED BYLAW CHANGES

The Executive Committee is to review the CMCA bylaws each year to determine if changes are in order. Because of the uncertainty regarding a procedure to replace vacancies on the Executive Committee when they occurred this was one of the areas explored.

Charles Ansoorge and Merilee Sommers reviewed the bylaws of numerous organizations to see how other organizations dealt with the replacement issue and presented a proposal to the Executive Committee for discussion.

Merilee Sommers moved to have any vacancy that occurs on the Executive Committee, whether by death, resignation, removal or any other cause, be filled by the discretion of the remaining elected Executive Committee members and should be a full- or part-time owner or resident of property within the agreed upon boundaries known as Cape Meares. That individual would be an additional Executive Committee nominee at the May meeting if their position was not due to expire on June 30 of that same year.

Motion was seconded by Veronica Paracchini; motion approved.

A second area that was explored for a bylaw change involved the election process for new officers. For years it has been difficult to find individuals from the community willing to run for an elected position. Merilee and Charles again studied bylaws for executive committees and boards to learn what other procedures had been in place and seemed to be successful. A procedure that is widely used is to have members elected to the Executive Committee and then have the Executive Committee determine which individuals will assume the positions of president, treasurer, and secretary each year. This procedure was discussed by the current Executive Committee and decided to propose it at this meeting.

Merilee Sommers moved to have three members of the Cape Meares community be elected to the Executive Committee for a two-year term at the Annual May membership meeting each year. The members of Executive Committee will meet following the annual May membership meeting to decide on the positions that each will assume beginning on July 1 of the year, and extending to the following June 30.

Motion was seconded by Olli Ollikainen; motion approved.

9. NOMINEES FOR EXECUTIVE COMMITTEE

The Executive Committee acts as a nominating committee for CMCA and based upon the passage of the bylaw noted in the previous section is asked to find at least three individuals each year who are willing to become a member of the Executive Committee. The Executive Committee wishes to nominate Anita Johanson. Additional nominees were sought at the meeting and Veronica Paracchini proposed Mary Gordon. Mary's permission will need to be obtained prior to her being added to the list of nominees.

No other nominations were made at this time so the Executive Committee will seek at least one more nominee assuming Mary accepts her nomination. The names of additional nominees will be sought at the May meeting with the three receiving the highest vote total added to the Executive Committee.

10. ADJOURNMENT

Meeting adjourned at 11:50 AM.

The next CMCA General meeting will be Saturday, May 10, 2014, at 10 AM, CMCA Center.

Respectfully submitted,
Charles J. Ansorge, secretary