

# COUNTRY CLUB ESTATES PROPERTY OWNERS ASSOCIATION

## Minutes

### Board of Directors Meeting

16 June 2018

Board members present: President Tom Zellers, Vice President Barry Brandt, Secretary Drew Woodall, and Directors Carol Popham and John Welch.

Proper notice having been delivered via Email, the Board of Directors Meeting was called to order at 0910 Hrs. on 16 June 2018 at the home of Tom Zellers, 308 Stockley Street, Rehoboth Beach, Delaware, by President Zellers.

### Approval of Minutes

- On a motion from Barry and seconded by Drew, the minutes of 28 Apr 2018 meeting was approved unanimously.
- The approval of the 13 Jan 2018 meeting minutes was deferred until next meeting.

### Committee Reports

#### A. Finance Committee

- ✓ *Approval of Treasurer's Report*
  - ✓ The approval of the Treasurer's Report was deferred until next meeting.
- ✓ *Dues Report*
  - ✓ 19 properties are in arrears
- ✓ *Transition of records*
  - ✓ Tom received all records from Charlie Brown.
  - ✓ Will retain last 7 years of financial records, Records of Incorporation, and the 19 records of properties in arrears.
- ✓ *Federal Update*
  - ✓ Deferred until next meeting.
  - ✓ Discussed the feasibility of having a liability policy for Board members. Gary will investigate insurance options.

#### B. Properties Committee

##### New Business

2018 City Elections - three candidates (Byrne, Coluzzi, and Glass).

##### Old Business

1. *Web Site* - Status update
  - ✓ Susan will update the site and send the DRAFT out for review. Discuss process for audit of CCEPOA financial records
2. *Bulletin Board* - CCEPOA information to be added
  - ✓ Gary has agreed to be the Bulletin Board (BB) custodian,

- ✓ It was agreed that the BB should have the following information on it: Board of Directors last meeting minutes, Historical Society info, Band Stand info, City News Letter, Annual Meeting notice, Current Events.
- 3. *Memorial tree for Ann* - target installation date
  - ✓ Susan is in contact with the city arborist and plans are to plant a tree in the Fall.
- 4. *Park Signage*, i.e. closed after dark
  - ✓ Tom has been in contact with the city manager, more info to follow.
- 5. *Annual Giving for 2018*: It was agree to donate the following:
 

a. Rehoboth Beach Volunteer Fire Co.	\$1000
b. Sea Witch	\$300
c. Rehoboth Beach Public Library	\$1000
d. Police Department	\$500
e. Museum	\$1000

C. Recreation Committee

1. *Annual Picnic* - Save the date 9/8/17; reserve Grove Park
  - ✓ Barry will reserve 2019's Annual Picnic (7 Sep 19).
2. *Work assignments for the picnic*:
  - ✓ Charlie Brown will get the food, Tom will get the beverages.
  - ✓ Speakers, welcome new members: Assigned at the August meeting.

D. *Housekeeping File Work* - review, purge, collate old CCEPOA files

- ✓ Tom and board members will review the files.
- ✓ Will retain last 7 years of financial records, Records of Incorporation, and the 19 records of properties in arrears.

**Adjournment**

On a motion from Drew, seconded by Barry, the meeting adjourned at 1102 Hrs.

Respectfully submitted,

//s//

Drew H. Woodall, Sr.  
Secretary

Up-Coming dates for 2017 CCEPOA Board meetings:

25 Aug 2018	8 Sep 2018 (Annual Meeting)	6 Oct 2018
8 Dec 2018		