

Board of Directors Meeting Minutes Cape Tranquility Homeowners' Association

Meeting Date: May 20, 2026

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The following meeting minutes reflect the discussions and actions taken by the Board of Directors (the "Board") of Cape Tranquility Homeowners' Association (the "Association" or "HOA") at the regular meeting of the Board conducted on May 20, 2026.

Meeting called to order at 6:30 p.m. by Don

Attending: Don Harville, President; Paul Hoffey, Vice President; Chris Quillin, Director (via phone); Cheryl Darwin, Director

Absent: Terry West, Director/Secretary/Treasurer

Guests: Joe Gray (HOA Member)

Approval of Minutes: Meeting minutes for previous Board Meeting held on April 29, 2026 were reviewed. A motion was made by Chris and seconded by Paul to approve the Minutes. Minutes were approved.

Treasurer's Report: The Financial Statement for April and most of May 2026, was provided to the Board by Terry. A motion was made by Chris and seconded by Paul to approve the report. The Treasurer's report was approved.

Architectural Control Committee (ACC) Report: The ACC list was reviewed. Since the last meeting, 3 new applications to deal with tree problems were submitted and approved.

HOA Members Open Forum: Joe Gray was in attendance and discussed the new fiber optic line and the trash that gets left behind by contractors.

New Business:

No new business discussed.

Ongoing Business:

- Discussed the report of unauthorized persons at Allen Park. Paul elected to draft an email to the community with a reminder about the park rules and why the rules are in place.
- Discussed planning for the Annual Meeting on June 6, 2026.

Don made a motion to go into Executive Session and Paul seconded at 7:05 pm.

Don made a motion and Chris seconded to adjourn Executive Session and return to General Session at 7:20 p.m.

Executive Session: During the Executive Session, the Board agreed to:

- Follow up with the HOA's attorney regarding a CC&R violation matter with an HOA Member.
- Review the draft policy for parking on HOA roadways at the next Board meeting.

The next HOA Board meeting is scheduled for Wednesday, June 10, 2026 at 6:30 pm.

A motion was made by Don and seconded by Cheryl to adjourn the meeting at 7:22 pm.