

**Cowpet Bay West Condominium Association
2014 Board of Directors Meeting
August 11, 2014 1700 (AST)**

President Sharon Koehler opened the meeting at 1702 (AST)

Roll call showed a quorum met with a majority of Board members in attendance:

	Nicholas Overmyer	James Hosie	Sarah Hrabina
Telephonic:	Sharon Koehler	Doug Rebak	Mike McGuire
Absent:	George Blackhall		

Staff in Attendance: Holly Case, General Manager

Owners: None

Approval of Minutes:

Minutes for the 7/14/14 Board Meeting were approved as written.

Manager's Report:

General Manager, Holly Case provided a detailed written report to the Board; highlights included:

- DPNR Inspection of R/O Plant with -0- violation; in compliance;
- Tree Trimming about 50% completed; balance by the end of the week;
- Innovative will be upgrading the telephone and cable TV system in Cowpet and will also be installing a new hybrid fiber coaxial cable (HFC) network. Innovative will contact individual owners to set up new equipment;
- The General Manager is working on the annual staff evaluations;
- The first phase of the electric meter junction box replacements is expected to begin by the end of the month. Two contractors were awarded the job and will each complete an 8-meter section. Bid prices were almost identical. The plan is to see how they perform before awarding the balance of the project;
- Leeward booster losing prime in gray water system when electric goes out; researching for solution and correction;
- A call was received by Holly regarding a "suspicious person" on property. With the recent burglaries, Police were called and it was determined the man was the legal occupant of W24 (rental unit). Owners were called to explain the circumstances. Holly indicated she sent an apology letter to the renter.
- Doug Rebak inquired of ownership/responsibility regarding the electric service and it was explained from the meter to the fuse box is the Association's responsibility and after the fuse box is the Owner's responsibility.

Treasurer's Report:

- Treasurer, James Hosie reported the total current bank balances at \$71,210. It was noted the majority of the high cost work and projects have been completed with the balance of the year generating far less in monthly expenses, as was anticipated. With the decrease in expenditures, transfers to the reserve accounts will be able to be made.
- Total amount due from owners in arrears was reported at \$31,090. There are 4 owners in arrears with one of the owners making up the bulk of the total at \$26,111. Maria Hodge has been contacted to start foreclosure on this unit.

Committee Reports:

Energy Committee - Mike McGuire reported the Director of Permits (St. Thomas) has determined on his own the cap has been reached and is at the max for net metering. It was disappointing news and Mike indicated the committee will look at other options for a different way to go to reduce WAPA charges.

Old Business/Action Items:

Workout Area- James Hosie presented a plan to improve the current space under consideration for the workout area. It was estimated the cost to paint and improve would be under \$200 and the Board was in agreement to proceed with plan for the workout area.

Generator (12kw) return or payment- Sarah Hrabina suggested dropping this pending item, noting the generator was given to a past employee by a past manager and did not feel it was an issue that should be on the shoulders of the current manager. The Board could have taken the cost out of the benefits paid to either the employee or manager, and did not. With no direct contact or leverage at this time she indicated it's time to just write it off. Sharon Koehler concurred and with no one objecting, the matter will no longer be on the open action item list.

Letter of Violation - Holly indicated the letter of violation was sent out with no response to date. Clear ownership of this unit is uncertain. However, Holly indicated association fees are paid and she feels the problem will get rectified.

Security Cameras- Holly indicated the item is still pending

1st Bank Signature cards- it was reported the signing has been completed by signers, George Blackhall, James Hosie and Sharon Koehler.

New Business - None

With no other business to come before the Board, the meeting was adjourned at 1805 (AST).

The next Board of Directors meeting will be **Monday** Sept. 8, 2014 at 1700 (AST)

ATTESTED:

I, Sarah J. Hrabina, Secretary for the Cowpet Bay West Condominium Association Board, certify that the minutes, as transcribed by myself, are true and correct to the best of my knowledge and belief.

Respectfully submitted,

Sarah J. Hrabina

Sarah J. Hrabina
Board Secretary

Transcription of minutes completed on 10/03/14
This meeting was recorded

Action Items:

Long-Term Planning Committee meeting	Holly, George, Nick
Letter-of-Credit	James, Holly
Fiber Optic Cable Property Inspection	Holly
Radiator replacement costs (for generator)	Holly
Legal Counsel for foreclosure W27	Sharon/Maria Hodge
Storage Units-viable plan to rent out	ALL
Quick Books billing glitch	Holly
Letter of Violation W51	Holly
Security Cameras	Holly