

**Cowpet Bay West Condominium Association**  
**2014 Board of Directors Meeting**  
**December 09, 2014 1700 (AST)**

**Call to Order**

President, Nick Overmyer called the meeting to order at 5:15 PM

**Attendance**

Present: Nick Overmyer, Doug Rebak, James Hosie, George Blackhall, Bill Friend

Absent: Mike McGuire

Office: Holly Case

Guests: none

**Approval of Minutes**

A motion was made for the approval of November 10, 2014 Minutes made by Nick Overmyer. Holly made note of the grammatical errors. Doug made a motion to approve the minutes with the corrections. All were in favor.

**Manager's Report**

Generator: Holly stated that the generator is now fully operational, Jerry Huffman of Emerson (Generator maintenance) came down before thanksgiving. He found a panel that was not functioning and replaced the part out. Bill suggest that we open up the "S and G-Switch" just to make sure. Holly will start implementing a generator test every other week that puts the property under generator power for a few hours.

Water System: The water systems are running smoothly.

Innovative Lines: Some of the lines in the property needed to be replaced to be able to upgrade to the new EVO System that Innovative is now implementing. Holly stated that there were a few units that are not compatible to the new system and those owners are asking if the Association would pick up the cost in replacing the old lines. It was determined that the cost is ultimately the owner's responsibility but Holly is working on avenues as a liaison to get a discounted price for the owners from the vendor if the services were done in bulk.

2015 Painting: Holly has gathered quotes from a few vendors to do the external painting of the buildings next year. Quotes were received from First Resort, Gary Philips, C. Burton and J. Richards. Holly recommended that CBW go with First Resort Painting. She believes that this group will be the most effective and most professional vendor out of the group. Holly also stated that the color scheme of the buildings should be changed to give the property a more updated look. It was determined that the job is awarded to First Resort Painting. A motion was made, and all was in favor.

## **Treasurer's Report**

Treasurer, James Hosie reported the total current bank balances at \$213,526 up from the \$146,198 reported last month.

Total amount due from owners in arrears was reported at \$48,000, with over \$36,000 of it being owed by one owner.

The board is concerned that the association is not putting enough gravity on collecting from owners in arrears. They believe that the association should restructure fines and penalties.

## **Committees**

### Nominating Committee

Nominations closed December 8th. There were 6 applicants running for election in 2015. There are 4 spots to fill in the Board of Directors. The Nominating committee will review all applications and make recommendations as provided for in the bylaws. Owners will receive their ballots and proxies, along with brief bios on all applicants, at least 30 days prior to the election.

### Energy Committee

CBW has put an application in to get on the net metering program. There was a small window of opportunity that opened up and the application was submitted through Pro-Solar.

### Insurance Committee

The committee has prepared a comfort letter from Specialty Brokers. It was sent to the board members for review.

## **Old Business**

### Annual Meeting

Holly received a quote from the Caribbean Fish Market to hold our Annual Meeting. Due to the large amount quoted it was decided that we will explore other options. George recommended to check with the Ritz-Carlton. The Board will make final arrangements at the January Board Meeting.

### Annual Meet and Greet

Holly will know for sure next week if the Yacht Club will be available for the meet and greet and send out an email as soon as possible.

### Trash Disposal

The Board is trying to come up with ways on how to handle trash. Doug suggested Mr. Julian, who is an independent contractor that picks up trash in the afternoon between 5-6PM. Holly also suggested that the residents use the dump truck and the staff will do additional dump runs throughout the week.

## Workout Room

No additional discussions were made about the workout room.

## **Action Items**

CBW Common Area Solar Plan	Mike
Long-Term Planning Committee Meeting	Nick/Bill/Holly/George
Check with Bryan's Diesel on the F&G Switch	Holly
Call Jerry to verify the work done with the switch	Bill
Check on a discounted price for re-wiring of units	Holly
Put together a re-structured fines and penalties policy	James
Check with the Ritz-Carlton for the annual meeting	Holly
Radiator replacement costs (for generator)	Holly
Closed - Preliminary Budget	Holly/James
Pending - Letter-of-Credit	James/ Holly
Pending - Legal Counsel for foreclosure W27	Maria Hodge/Nick
No Updates - Storage Units-viable plan to rent out	ALL
Pending - Letter of Violation W51	Holly
Pending- Annual Meeting location	Holly
Pending - Meet & Greet location	Holly
No Updates - Cat Issue	George

## **New Business**

2015 Budget: A preliminary budget review has been done and a copy was sent to the Board for review. Final Budget figures are to be completed and presented to the owners as soon as it is available.

## Re-bar Problems/Balcony Drainage Issues

Holly stated that because of the age of the complex, re-bar issues are starting to arise. Holly needed advise as to whether the Association is going to pick up the re-bar reconstruction/ repair. In some units, water seems to be getting into the concrete and rusting the re-bars. Doug suggested that the Association is responsible for the repairs. It was determined that an investigation, with the help of an expert (engineer's recommendation), should be made in a case to case basis to determine whether or not the problem is an owner issue or an Association issue. George suggested that we take a look at the insurance adjustor and we may come up with a solution. Holly also suggested that the Association fix the porch now and do a maintenance check every 6 months to prevent costly repairs. Holly will do more research and put together a proposal on how to fix these correctly and efficiently.

## January BOD Meeting

The next Board of Directors meeting will be **Mon.** Jan. 12, 2014 at 1700 (AST)/ 1400 EST.

## **Executive Session**

Sarah Hrabina's Replacement: Doug recommended that John Kalb (L-42) replace Sarah Hrabina to serve on her behalf until the end of her term of the Board of Directors. A motion was made and all were in favor.

Bonuses: All staff bonuses recommended by Holly were approved.

W-27: An update will be provided as soon as possible. A response from Maria Hodge is needed.

Maria Hodge Recommendation: A motion was made to approve Maria's recommendation to sign the insurance release and all were in favor.