

**Cowpet Bay West Condominium Association  
2016 Board of Directors Meeting  
October 17, 2016 (17:00 AST)**

**Call to Order**

President, Nick Overmyer called the meeting to order at 5:00 PM.

**Attendance**

Present: Nick Overmyer, Bill Friend, Chris Crowe, Chaunette Thomas, John Kalb, Bob Daleo;  
James Hosie

Office: Holly Case, George Blackhall;

Not in attendance:

**Approval of Minutes**

Motion to approve meeting minutes made by Nick Overmyer. Board members second the motion to approve the minutes. All were in favor.

**Manager's Report**

**Trees** - Holly spoke with Gene, Elysian Manager, regarding the seaside view for Windward 46-52. Their view is blocked by bushes and the swimming pool pump shed looks bad. He agreed to cut the bushes blocking the view and to paint the shed. CBW planted plants in front of the shed and will add one more for height to block it more. Gene has also agreed to trim the trees every 6 months or so to maintain good visualization from the lower Windward units.

**Termite Spray**- The spray for Termites has been completed in Windward and is good for a period of five years. We will budget for Leeward to be done next year to keep them in close proximity in time.

**Preparation for Season**- Staff walk-arounds are being done to determine all areas that need to be focused on in time for season. Walkway will be pressure washed as well as last minute touch ups with any paint or concrete work needing to be finished. As well as targeting problem areas we would like to notify the owner's that under the stair wells and walk-ways of the units are not to be used as storage and all grills should be on their porches and not outside. It does not look presentable and are storage units accessible for these things.

**Treasurer's Report**

P&L Review – The P&L will be resent to the Board for review, if they have any questions they can contact Holly to answer.

James Hosie reported that the majority of the funds are in Merchant's bank with a balance of about \$187,489. First Bank is approximately \$3,000.00, Banco Popular Special is about \$47,000 and the Regular account is \$3,500. Total amount for all accounts is \$214,000. A total of 2 owners have balances on their accounts totaling \$86017.08. The majority of the arrears,

\$80,000, belong to one owner. Holly will contact the other two owners to bring their account up to date.

### **Committee Report**

Solar- All documentation was given to WAPA. They came out the following day and put the system on line. It was discovered shortly after that the meter need to be programed correctly. This was accomplished September 9<sup>th</sup> with an on-site meeting with WAPA. Starting October billing will be able to see the savings and WAPA can provide charts showing owner consumption and solar production.

Last solar payment has been made and cleared.

### **Old Business**

Annual Board Walk-around: Tentative date for walk around set for October 29<sup>th</sup> at 9:00 am.

Newsletter Distribution: It was brought to the Boards attention that some owners may not be reading the newsletter through the email. There was a suggestion to mail every month to the owners. Board decided that it would be time consuming and extra cost, therefor the decision was to continue to email them, only mailing to those without email.

### **Action Items**

Talk to Andy about Solar	Holly
Letter for overdue amount (Owners)	Holly
Cost and making of stickers for Non Flush Items	Holly/Chaun
Add to Newsletter – Storage under stairs	Holly
Add up all draw-downs for Solar loan	Completed
Wish list for budget to board	Holly
Estimate for more speed bumps	Holly

### **New Business**

**Accountant**- See how much it will cost to have an accountant once a quarter to fine-tune our accountants and make sure everything is up par.

### **November BOD Meeting**

The next Board of Directors will be held on November 14, 2016, 17:00 AST

**Adjourned at 5:50 PM**