

**Cowpet Bay West Condominium Association**  
**2016 Board of Directors Meeting**  
**March 13, 2017 (17:00 AST)**

**Call to Order**

President, Nick Overmyer called the meeting to order at 5:05 PM.

**Attendance**

Present: Nick Overmyer, Bill Friend, Chris Crowe, John Kalb, Bob Daleo, James Hosie; Office: Holly Case; Not in attendance: N/A; Owners: Doug Rebak

**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**

**Storage Areas** - All owners have been notified of the storage unit clean up and will commence on or after April 1st. Any items not cleared by the office that are left inside, not stored properly, will be disposed of by staff. We will send out another reminder email for the owners so that they have ample time to make arrangements.

**Well Pump Replacement** – The R/O well pump stopped working and had to be replaced with the backup pump. This is the only pump on property that is replaced almost every year. Another pump will be put on order as a back-up. The Board discussed the cost of the pump replacements and if all will have to be replaced in the near future. It has started to become very loud and causing to the surrounding units to make complaints.

**WWTP**- The reconstruction of the walkway and pipes are almost. One basin has been repaired and the other one is almost finished. All concrete work is also complete, systems back into place, therefore the grey water will clear to normal.

**Landscaping/Rock Wall** – A part of the hill between Leeward and Windward has been cleared and reading form planting. Waiting until the additional irrigation is in place before the plantings are completed.

The board brought attention to several places where dead plants are being seen and needs to be replaced.

The Rock Wall in Leeward is progress to hopefully be completed by the end of March. After completion the Windward wall will be completed.

**Tools** - The Board requested that all tools or items that are used throughout the day by staff be put away at the end of every day.

**Water Meters**- The Board discussed which month would be better to install all the new water meters for the Association. This requires the water to be turned off in each building for entire day so that all water meters can be replaced at the same time. The Board decided May would be the best month after season.

**Yardi**- Our new property management software is almost ready to launch . It took a lot longer than anticipated due to extensive back work that had to be completed before it was launched. We will probably test the first stages on Board Members first to ensure that it functions properly before sending it out to the Owners.

### **Treasurer's Report**

James Hosie reported that the majority of the funds are in Merchant's bank with a balance of about \$290,000. First Bank is approximately \$3,000.00. Banco Popular total accounts were \$11,000. Total amount for all accounts is \$363,000. A total of 1 owner has a balance on their account totaling \$92,000.

**Insurance Report**- Doug reported the different options and pricing in our Insurance Policy bids and discussed the different options. The Board concluded that they would stay with Specialty Brokers unless another company came with a s substantial difference. The insurance committee also negotiated with Specialty Brokers and to pay \$31,000 less for the 2017 insurance year for the same policy. A motion was made to this agreement and everyone was in favor.

### **Old Business**

**Annual Meeting** - The Annual Owner's Meeting went well. Despite all the efforts to encourage owners to attend the meeting was low in attendance.

**Cat Population** - The Lucky Paws program has not been helping trapping cats to keep the population of cats down on the property. As a result the population is increasing again. We will make efforts of doing another round of trapping and spaying to help decrease it. The office will contact the program again to see if they will come out again to help as well.

**Storage Areas** - After The Board discussed the Association's responsibility or the owner's responsibility for the Storage Areas under the buildings, because it is common area and if anything went wrong with them it would be the Association's responsibility. It is the responsibility of the Association to take action and get them cleaned and in order. We will do the first round of storage clean up after April 1<sup>st</sup> and then send out letters concerning future inspections.

### **Action Items**

Set Traps for Cats  
Speak to the Staff about garbage on property/dead plants

Holly  
Holly

### **New Business**

**Car Towing** - During the Annual Meeting the Board voted no when it came to sending out several emails concerning an unauthorized parked vehicle that will be towed. Holly requested that she be able to send out one email before towing any vehicle and was told that she may do at her discretion.

**Seaweed Pile** - No matter where the Seaweed pile is placed there are complaints about where it stays over the weekend. Closest to the rocks is where the Board decided it would be best and most convenient to pick on Monday mornings. This can be revisited another time if needed.

**Access Doors/Locked** – All access doors under the buildings are currently being repaired/replaced along with new locks being put on all of them. In the mean while the staff has been notified to keep them closed as best as possible until fixed and always closed after they've been repaired.

### **April BOD Meeting**

The next Board of Directors will be held on April 10, 2017, 17:00 AST

**Adjourned at 6:15 PM**