

Draft

**Cowpet Bay West Condominium Association  
2015 Board of Directors Meeting  
November 23, 2015 (17:00 AST)**

**Call to Order**

President, Nick Overmyer called the meeting to order at 5:08PM

**Attendance**

Present: Nick Overmyer, George Blackhall, Bill Friend, James Hosie, John Kalb, Chaunette Thomas; Absent: Mike McGuire  
Office: Holly Case

**Approval of Minutes**

A motion was made for the approval of October 26, 2015 Minutes made by Bill Friend. Board member seconded the motion to approve the minutes, all were in favor.

**Approval of Interim Secretary**

A motion was made for the approval of the interim secretary, Chaunette Thomas, owner of Windward 13 and Windward 14. A Board member seconded the motion, all were in favor.

**Manager's Report**

Generator: Jacques Bryan will be on property to do some more testing. Holly found out that the indicator light is saying that the switchgear is communicating properly with the control panel of the generator. They will inform Holly on how to proceed after testing.

DPNR Inspection: Holly found out today that DPNR will be holding an inspection of the RO and WWTP plants here on property. Usually, inspections are in February. The staff is getting ready for that this week.

Termite Barrier: This work has been done in the Windward Buildings (W45-W50 and W41 - W44)

Rock Wall: The materials have been ordered. There are some other materials needed and they will also be ordered.

Projects: This week, the staff will focus on power washing the side-walks, painting the parking spaces, curbs, mailboxes and re-painting the generator container.

Doorking Unit Replacement: The exit unit was accidentally hit by a truck a few months ago. The insurance check to replace the damaged part is here and we have placed an order for a new unit with Alert One.

## Draft

Meet and Greet and Annual Meeting Venue: Holly has left a few messages and is waiting to hear from the Yacht Club about the use of their facilities for the Meet and Greet and Annual Meeting in February.

### **Treasurer's Report**

James Hosie reported that the majority of the funds are in Merchant's bank with a balance of about \$135,000.00, First Bank just about \$3,000.00. In Banco Popular we have about \$66,100.00. Total amount due from owners in arrears was reported at \$57,000.00 of it being owed by one owner.

The Board discussed depositing money to the reserve account as well as insurance payment and locking in the Premium amount for 2016.

### **Committee Report**

Insurance Committee: Doug Rebak reported that in the bylaws, there is a chart that needs to be updated every year. He has suggested that we update the bylaws and include a clause saying that the chart will be updated yearly according to the insurance policy and copies will be available for distribution. This page has to be filed through legal procedure.

A Board Member made a motion to amend the bylaws for the removal of the chart with a replacement of that with a footnote mentioning that chart will be available at the office and that it changes on a yearly basis.

Voting will be held in the Annual Meeting regarding the said change in the bylaws.

Windstorm insurance, CBW has 2 Million dollars worth of insurance. The board has approved that satisfactory in case for a Category 4 hurricane. Right now, the owners are being told that anything that is attached to their apartment (cabinets, fixtures etc) is covered. If the damage is too great and we go beyond the 2million, the structure of the buildings will be covered first and then attachments will be covered after.

Election Committee: The election committee is comprised of Doug Rebak, Chairman of the Election Committee along with Mr. Gary Ballensweig (W-08) and Ms. Elsbeth Rowaan (L-47). He has reported that there will be sufficient nominees for amount of positions available on the Board of Directors for 2016.

Energy Comittee: Nick and the rest of the signatories for the loan will be signing the closing documents with the approval of Maria Hodge as soon as Merchant's Bank appoints an officer (from internal) to oversee and approve the loan.

## Draft

### Old Business

Budget: Holly revised the budget. James and Holly will meet to go over final details to approve at the December Board meeting. The S-10 Truck is about ready to go next year and she suggested we buy a replacement to be put in the budget.

### Action Items

Work with James on the budget (first week of December)	Holly
Research about a replacement truck from contact in Florida	Doug
Owners comment on Trash Removal in December Newsletter	Holly
Pending - Email Kevin's info to Holly	Nick
Pending - Seek advice from Maria Hodge regarding Letter of Credit	George
Pending - Review Health insurance with contact person	Bill
Pending - Call Jacques Bryan/Antilles power about a the regulator install	Holly
Pending - Find out the cost to bring cable down to the property	Holly
Closed - Add termite treatment to Pest Control Budget	Holly & James
Closed - Talk to Jose and Doug about locking in the Insurance Premium 2016	Nick
Closed - Find a replacement for Paul Goldberg	Nick/Holly
Closed - Regulator Install 2016- Bill's people	Bill

### New Business

Regulator: Jacques will review the paperwork because the regulator is not compatible with the switchgear. Holly is still trying to find somebody to install that regulator. Antilles Power said they have one they are familiar with installing but we have already purchased one.

Trash: George Blackhall has reported that there is a law that states "A complex of 4 or more dwellings must provide a trash collection" The board discussed this in length and are seeking advice from owners how they want to proceed. CBW can provide a receptacle for owners to dump their garbage. There are also suggestions on contractors to collect the trash.

### December BOD Meeting

The next Board of Directors will be held on Monday, December 14th, 2015, 17:00 AST

**Adjourned at 6:15 PM**