

Cowpet Bay West Condominium Association
2015 Board of Directors Meeting
September 21, 2015 (17:00 AST)

Call to Order

President, Nick Overmyer called the meeting to order at 5:11 PM

Attendance

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

Approval of Minutes

A motion was made for the approval of August 17, 2015 Minutes made by Nick Overmyer. Board member second the motion to approve the minutes. All were in favor.

Manager's Report

Concrete Beams: The concrete beams were finished under W-13 through W-16. When the drilling started, some of the ceilings came down so the work was not under-budget. The Association had to buy more materials but the manual work was included in the original bid.

Gray Water: Several owners have been calling about a "brown" gray water in their toilets. Holly has called Andy Laplace of CBE and he said that sometimes, during this time of the year, the rain can cause a lot of excess sludge in the WWTP plant. Holly will contact Mr. Blake to test the pH levels and to gain advice on how to make the Gray Water "clear" again.

Porch Repairs: Several porches in the property are in need of repair. There was one that was completed this month that required an engineer report. Holly plans to use that report as a reference as to how to proceed with all other porches that will need this repair soon. Holly believes that she can repair these porches under \$3,500.00. Holly would like to have a budget line for Porch repairs next year.

Generator: Frank said that he was not familiar with the regulator. Holly had spoken to other electricians but none of them were able to help out. Frank is requesting a little more time to familiarize himself with the regulator. Holly will still try to contact a few more people that might be able to install it.

Sand: Since the last storm passed the beach lost a lot of sand so we had to share the expenses of buying new sand with Elysian and CBE.

Treasurer's Report

James Hosie reported the total current bank balances at \$156,028.83. Total amount due from owners in arrears was reported at \$54,740.69 of it being owed by one owner. A new bank account was opened and \$134,200.00 was transferred from First Bank to Merchant's bank in coherence with the closing of the Solar Project Loan. We are to maintain the First Bank account in case we need to use it in the future. A balance of about \$3,500.00 was left in the First Bank account.

Committees

Energy Committee

The bank loan will be finalized on Wednesday or Thursday. Nick sent out a few copies of the contract with Solar Tech for review. George spoke with Andy and Andy recommended that a coat of paint be applied before installing the panels on the roof. With regards to the start date for the project, the Board recommended that the it starts right away instead of waiting 6 months (off-season) to start. Holly will arrange for an outside contractor to paint the roofs as the job cannot be done in-house due to a huge work load that the staff is anticipating for high-season.

Old Business

Stone Wall: An owner has volunteered to purchase a stone wall that would greatly improve the look of the grounds. Holly is concerned that if the Association does not proceed with the purchase, the owner might lose interest in financing the project. The owner would like to purchase the all the Flatstone and the Association would buy the Cornerstone for just Windward. If the stone wall looks good, the owner might be persuaded to purchase the rest of the Cornerstone for Leeward as well. The Association would end up purchasing about \$4,000.00 worth of materials. The Board members have weighed in on the pros and cons with regards to spending but a motion was made to purchase the stones with the donated fund.

Action Items

Find a replacement for Paul Goldberg	Nick/Holly
Call Jacques Bryan/Antilles power about a the regulator install	Holly
Call Mr. Blake about the excess sludge in WWTP	Holly
Seek advice from Maria Hodge regarding Letter of Credit	George
Gather Bid Estimates for painting the roofs for Solar Project	Holly
Determine whether or not we can paint the roof in-house	Holly/Staff
Review Solar Contract	Board Members
Send Health Insurance document to Bill Friend	Holly
Review Health insurance with contact person	Bill
Work on Budget next month	Holly/James
Send a calculate 1.5% increase in wages to the Board	Holly
Send Christine Sheehan's email to Nick	Holly
Pending - CBW Common Area Plans	Energy Committee

Closed - Switching Bank Accounts to Merchant

Holly/Nick/James

Closed - Remove plate from the generator to determine the Frame #

Holly/Mike

New Business

Employee Health Insurance

Holly stated that the medical insurance has gone up to 40% and that Andy has been working on looking for better options. She warned the board that the Health Insurance budget will be over-budget at the end of the year.

Budget

Budget reviews and budget drafting is to commence next month.

James Hosie - Treasurer

The current treasurer for the Board, James Hosie is no longer able to serve in his position. He has expressed intentions of giving-up the position. The Board was notified to find a replacement.

Employee Raises

Holly informed the Board about a possible 1.5% increase in wages for the employees. Paul Goldberg also asked the board to think of ways to encourage owners to give the employees gratuities during the Holidays.

Board Election 2016

George Blackhall and Mike McGuire will be coming off the Board next year. There will be 3 Board positions open for three-year term and 1 Board position for two-year term. Applications will be accepted next month.

Board Member Selling

Paul Goldberg is ready to sell his unit and this may be his last Board Meeting, the board is to discuss who will serve in his place until the new officers are chosen next year. Suggestions are Bill Bacon (W-05), Amy Derksen (L-19), Chris Crowe (L-29) and Christine Sheehan (L-01).

October BOD Meeting

The next Board of Directors will be held on Monday, October 19th, 2015, 17:00 AST

Adjourned at 6:56 PM