

Cowpet Bay West Condo Association

Board Meeting: December 14, 2020 1700 (AST)/1700 (EST)

In attendance; Nick Overmyer, Christopher Crowe, Ehren Henderson, Bill Friend, Robert Daleo, Bill Leitch, Jennifer Planeta and Holly Weston

Call to order at 5:02PM AST

Nick "Welcome all owners". Next time we will have time for questions. This is the first time we have done this format with owners.

Meeting Minutes: Motion to approve minutes by Ehren Henderson seconded by Christopher Crowe, approved by all.

Manager's Report:

-WWTP Plant Status - we have sent engineers a report to DPNR for approval and hope to know the status in the next 2 or 3 weeks. Once approved we will go forward and there will be no water interruptions while we complete the project.

-Gate Status: We got someone to pry it open and will transfer it to ATM since while we have been on the analog line we have had issues. Hopefully we will resolve that issue with WAPA power going on and off the gate seems to have problems.

-Property Inspections

-Annual property clean up - group doing trash/painting/new plantings, complete walk around with Mr. Brown and grounds staff. Building inspections every 4 months, We will look for spalding and cracks in columns, see what gutters are missing, and see which lines and cables or internet lines need to be secured and cover them up. There will be a detailed report.

-Cistern 5 years ago annual maintenance was completed and every 5 years cleaning and sealing needs to be done. In the next 6 months we need to drain and seal them again. We need to add it into the budget for the next year. Cost will be around \$5,000 a piece and 3 or 4 will need to be done.

Bob Daleo will be treasurer and work with Christopher Crowe moving forward. Holly send out PNL for this year. It will be reviewed this week. A few things need to be on track: Figure out timeline for all repairs: cistern, paintings, landings and fence, wwtp etc

In the future the Quarterly report will be on the website. Owners will be able to log in. It will be for owners only.

- Review Preliminary PNL Report (Budget)
- Cisterns/Painting/Railings/Landings/Fence/Electrical/WWTP plant
- Providing quarter PNL reports on the website??

Treasurer's Report

Banco Working	\$259.80
Banco Special	\$286,023.14
First Bank	\$3,394.03
Merchant	\$36,387.45

Committee Reports:

Insurance Committee: Mediation is still ongoing. Other side is working on providing and requesting info. from mediation.

Election Committee: Three owners have applied for the board. Bob Daleo, Bill Hanson and Tara McGafferty.

We will vote on the board positions using the internet for the board positions.

Form (Emotional/Service Dogs) Holly has been working with Mark Hodge to come up with a form for all owners to sign that have ESA. All owners will be given a form. New owners as well as those owners who have dogs will be required to sign the form. The form will be sent to all owners w/ ESA by next week.

WAPA. We are still waiting for a response to our request for a credit. We have not heard from them. Mark Hodge is working with their council to speed up the process.

Annual Meeting/Meet and Greet (3 candidates needed)
Virtual Annual Meeting and how to vote

Website Development (Quarterly reports) Ed from W-7 volunteered to help out. Holly had a meeting with Ed. It will have general information with an owner login page and manager report. What type of info will be on the website they are still working on. Owners will be able to login to security cameras. We will be adding more security cameras on the property.

He can use existing information that we have. He will help maneuver through the existing website. He has everything he needs to work on it.

NEW BUSINESS:

On Monday we had an insurance related meeting with insurance related issues from the Maria wind storm.

Meeting on Wednesday/Thursday Bill Hanson sent a synopsis to Nick O. There were a few questions: Finances of the association and questions for Larry Kemp and the year end report. It will be a quarterly report on the website.

One question, regarding the office manager: We interviewed 3 or 4 people and we hired Tanjii because she had the experience. We had someone helping with Larry Kemp and getting the books current and up to date.

Discussion with Mark Hodge, the bylaws were not recorded; it was an oversight by a previous board and we will record them as soon as possible.

There was a talk of committees: Finance Committee, Bench Mark, Property and Capital Improvement committee and a bylaws committee.

If owners would like a motion to change a bylaw they can change them in the future.

We can work on answers to Bill Hanson's questions.

We will not be doing a meet and greet and we are not sure of ANNUAL MEETING. It is hard to make plans regarding the annual meeting. Sapphire is doing their meeting virtual. Pending right now. Next meeting will be one meeting and can be on the budget. We can do another meeting this month. Normal meeting January 11, 2021. Budget meeting in between. 1st Saturday in February is the annual meeting.

5.33PM End of meeting.

Owner Meeting (Wednesday)/Board owner meeting (Monday)

Executive Session:

Future meetings: We might switch to an UBER conference call type of meeting. A board member can mute people and see who is on the call and it can accommodate up to 100 people. We can use it moving forward. It is only \$10 or \$15 a month.

We did not have an office manager for 2 or 3 months. We decided to pay more and get a better qualified person. It would be good if owners know that Tanjii is in the office.

At one point they want a full blown audit and they are upset about the assessment.

Larry Kemp more or less did an audit.

They can always get a copy of the minutes. They need to send questions to the board. They just want to be heard.

W-43 Renovation Package - It is not a big deal, just pulling off shutters. He is replacing the air conditioning system. Chris Thompson is over seeing the projects. Want to replace the inside of railing black, no one can tell from the outside. He needs to let us know who is doing the work.

Charlie ROCK AC person is Horrible. Bill Friend said he came on Wed, to replace a neighbor's unit, he ripped out Bill's units instead. He blamed the other owner who didn't know anything. Chris heard other things. He is a contractor that we need to keep off the property if we can. Tom McGrath does good work and is trustworthy. Use Atlantic AC
We won't approve of anyone using Charlie Rock going forward.

Employee Bonuses: Is everyone ok with recommendations? YES Give Tanjii two weeks.
Approved

-L3 & L4 What are we going to do about the tile issue? The lower ceiling is bubbling. When Anna moved track it was not tiled. Anna is saying the tile is not hers and it is the association's responsibility to remove the tile and seal it. It is leaking into LEEWARD 3. Do we chip tile ourselves? It needs to be done regardless, chip out her tile and seal it and coat it bc it is damaging another unit. We should repair it because it is not going to be a huge repair. If we send her a letter. We will remove the tile and charge it back to her. We have to give her a chance to do it herself. Can we figure out what we owe to Anna? We would add materials to do inside of her unit. Can give a quote to Anna for work to be done. Anna thinks that she is getting \$40,000 from us. She should know it is not the amount she is getting. Can one see the cracks and holes in her tiles? There is cracked grout. It is on both sides of both porches.

There is a drain hole on the porches. The end of each one is bubbling. How bad is the unit? We need to find out.

“Should we have a neutral consultant write a report on what is going on?” Remove tile and put sealant down.

Chris, We need to make sure no more damage is done to the unit below. If it costs us to chip up tile, then we chip it and fix the leak and it is up to ANNA to put the tile back on it. Regardless of ANNA's foot dragging.

Also, the owner of Unit 3 is not beyond breaking the law, she is demonstrating civil issues between the two of them. She can file a small claim in small claims court. She was behaving badly this week. She sent one of the behaviors on film. She blocked Anna's entrance and slashed the tires of the owners before. We need to call the police on future issues. Something bad may happen in the future. She wanted to turn her place into a cat condo. What would the cost be to fix it? This could end badly She has periods where she has this behavior, who files restraining orders, threatens employees or owners. Do we hire an investigator to file to prove she is so problematic? Call the cops every time she behaves badly.

“It is inevitable that we will need another assessment.” (Bill Friend) It is the only way we are going to make ourselves/the property whole. We might want to think about stretching it over a two year period. \$800,000 over 2 years. It needs to soften the blow. Are we getting all payments? There are a few liens that need to be put on. There may be owners closing mid January. Windward 3 needs a lien on her unit. Everyone else is paying up.

Driscoll's (Windward) bin is in the parking lot already.

Most of the problems with owners are communication. We are always annoying someone. There are always issues. The same people take up so much wasted time. As soon as we get a settlement we need to have a meeting and tell them where the short falls are in the property.

Dec 18th. Mark Hodge wants to give them another day to get another number and to review the timeline. They want to talk this Saturday the 19th. They asked to go to the 21sts and Mark said no. What is going on? Are they stalling for time? They came back today when the board meeting was starting.

Holly forfeited the raise this year. Do we give a bonus this year? \$5,000. All agreed.

How much are we accruing right now at our current status? 255,000 a year. If we have a shortfall assessment we should be ok.

