The Pointe CUOA BOD Meeting

# Meeting Minutes

# 3/19/20

## Opening

The regular meeting of the **The Pointe CUOA BOD Meeting** was called to order at 5:03 pm on 3/19/20 in Eastlake Room by Steve Goff

Steve Goff -Established quorum

## Present

* BOD – Steve Goff, Tommy Esarey, Mary Lou McDonald, Jack Parker (Phone In)
* OWNERS – Tim Wrenn, Deborah Burns
* Invited- Lee Merritt RLM Associates (Phone In)

## Approval of Minutes

* Mary Lou McDonald made motion to approve February 20th meeting minutes
  + 2nd Jack Parker
  + All were in Favor

## Ratify Board actions taken by email. (unanimous email vote)

* + - **None**

**Committee Updates**

* **Financial – Lee Merritt**
  + Lee gave update on financials, Reviewed reserve, and operational spending on improvements.
  + Lee reviewed the budget to date.
  + Lee reported year to date we were on budget
* **Maintenance, Beautification and No Smoking – Mary Lou McDonald, Jodi Campion**
  + - Mary Lou reported that the lobby furniture was being ordered.
    - Mary Lou will be working to hang pictures that were taken down to paint.
* **Bike Rack / Kayak Storage**
  + No Update / May change with PMC transfer.
* **Communication (Website & Facebook) – Jack Parker** 
  + Password was removed from owner area on website.
  + Jack talked about email procedures for the CUOA and the possibility of forwarding to RLM
  + Tommy asked about updating the resource documents on the website
* **Contracts – Jack Parker**
  + No-Update

**Security Committee Update – Tommy Esarey**

* Updated keys have been given out.
* Locks and software have been updated so that keys can be made for 3 years.
* More information to foll**ow.**

**By-Laws Committee – Tommy Esarey**

* The committee had there first meeting and discussed procedures for the committee.

**Maintenance – Dean Atkins**

* Discussion about the vent covers / bird spikes
* Recommended installing a test set of bird spikes.
* Confirm pricing for vent cleanings
* Sprinkler leak in building 2 4th floor, Dean has scheduled the repair.
* Continuing with lighting upgrades.
* Dryer vent cleaning to be on a 3-year cycle
* Quotes on new smoking areas

**Old Business**

* Asana Review – No Update
* Post Office / Mailboxes No Update
* Perrow / Branch Purchase, Still working towards closing White estate.
* Spring Quotes – will get quotes for landscaping and plantings.
* Newsletter- Tommy Esarey recommended adding link to website for owner contact update, also sending it out in mail.

**Tommy Esarey made motion to add “Owner Contact” to website and mail out to owners directing them to the website.**

* + - * 2nd Mary Lou McDonald
      * All were in favor

**New Business**

* + Letter concerning smoking
    - **Letter was sent to owner / response has been positive**
  + Letter concerning window repair
    - **Window has been fixed**
  + Heath’s restroom repair
    - **Contractor has project started**

**Owners Forum**

Time Wrenn ask about if the subdivision uses multiple landscaping contractors.

The subdivision uses multiple landscape contractors and will be working towards using one company.

Ask if the post office would help with box costs, No the CUOA will be responsible.

**Adjournment**

* Mary Lou McDonald made motion to adjourn meeting at 6:15pm
  + 2nd Jack Parker
  + All were in favor

Minutes taken by: Tommy Esarey (BOD Secretary)