The Pointe CUOA BOD Meeting

# Meeting Minutes

# 12/05/19

## Opening

The regular meeting of the **The Pointe CUOA BOD Meeting**  was called to order at 5:00 pm on 12/05/19 in Eastlake Room by Steve Goff

Steve Goff -Established quorum

## Present

* BOD – Steve Goff, Jack Parker, Tommy Esarey, Mary Lou McDonald,
* Owners- Jim Bogue
* Invited- Lee Merritt RLM Associates, Dean Atkins, Waller Perrow

## Approval of Minutes

* Mary Lou McDonald made motion to approve October 12th meeting minutes
  + 2nd Jack Parker
  + All were in Favor

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

* **2020 Budget Approval**
  + Tommy Esarey made motion to ratify email vote on 2020 budget with changes
  + Jack Parker 2nd
  + All were in favor

**Committee Updates**

* **Financial – Lee Merritt**
  + Lee gave update on financials; Reviewed reserve and operational spending on improvements.
  + Lee reviewed the budget to date VS expenses.
  + Lee spoke that the reserves were on an upswing in contributions.
  + Lee feels overall, we are in good shape.
  + Steve spoke about updating pricing for 2020 projects to develop a reserve expense budget
* **Reserve Study**
  + To be completed January
* **Bank Account Changes**
  + Mary Lou made motion to add Jack Parker and Steve Goff as signer on Pointe CUOA Checking and CD Accounts
  + Tommy Esarey 2nd
  + All were in Favor
* **Maintenance, Beautification and No Smoking – Mary Lou McDonald, Jodi Campion**
  + Mary Lou McDonald reviewed pricing on carpet for building 2 and 3
  + Mary Lou is working with multiple companies on pricing details
  + Tommy to get Mel B. from Carpetland to re quote.
  + Discussion was had about carpet and tile options.

* **Communication (Website & Facebook) – Jack Parker** 
  + Jack Parker made motion to remove password from POA Website.
  + Mary Lou 2nd
  + All were in favor
* **Contracts – Jack Parker**
  + No-Update

**Security Committee Update – Tommy Esarey**

* + **No Update**

**Dean Atkins – The Pointe POA Operations and Facilities Manager Update**

* + The POA hosted the new County Sherriff meeting
  + Annual sprinkler inspections went well
  + Generator PM maintenance and emergency lighting done
  + Dean recommended a training class for the onsite defib boxes.
  + Steve requested Dean and Tommy to compile a winter project list.
  + Dean recommended gift cards for cleaning staff
    - Mary Lou made a motion to purchase 3 $75 gift cards
    - Jack 2nd
    - All were in favor

**Old Business**

* **Annual “Gathering” Discussion and Review**
  + Tommy to send out summary
* **Bylaws Change Update**
  + We are currently at 44%, We need 67% for approval.
* **Bike Rack and Kayak Storage Re-visit** 
  + Jack Parker to Chair and Tommy Esarey to discuss further

**New Business**

* 2020 Budget Project Recommendations
  + Board discussed future projects to finalize list.
* Establish any new 2020 committees.
  + No new committees established
* Set 2020 BOD Meeting Dates
  + 1/16/2020 5 PM
  + 2/20/2020 5 PM
  + 4/16/ 2020 5 PM
  + 6/18/2020 5PM
  + Meeting to be held in Eastlake Room
* Perrow and Branch Mariners Landing Purchase - Discussion

**Owners Forum**

* **No Comments**

**Executive Session**

* Jack made motion to enter executive session to discuss Community Development and Contracts at 6:38 pm
* Mary Lou 2nd
* All were in favor

**Returned to normal session 8:24 pm**

* No decisions were made.

**Adjournment**

* Jack made motion to adjourn meeting at 8:25 pm
  + 2nd by Mary Lou
  + All were in favor

Minutes taken by: Tommy Esarey (BOD Secretary)