The Pointe CUOA BOD Meeting

# Meeting Minutes

# 6/15/19

## Opening

The regular meeting of the **The Pointe CUOA BOD Meeting**  was called to order at 9 am on 6/15/19 in Blackwater Room by Steve Goff.

Steve Goff -Established quorum

Steve thanked Tommy, Carla and Dean for their work on the new lock system installation.

## Present

* BOD – Steve Goff, Tommy Esarey, Mary Lou McDonald
* Owners- Hilda Goff, Ken Porter, Randy Aikens, Al & Diane Dupuis
* Invited- Lee Merritt RLM Associates, Dean Atkins Pointe POA Maintenance.

## Approval of Minutes

* Mary Lou McDonald made motion to approve April 6th meeting minutes
	+ 2nd by Tommy Esarey
	+ 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 spending on improvements.
	+ Lee found some coding errors on a few line items for the budget that he will address.
	+ Lee brought up that the board needs to update bank account signee with Bank of Botetourt.
	+ Question was asked about Legal Fee line item, Steve Goff responded, that it seemed that the charges for the legal fees charged were to defend the lock issues brought against the board. BOD to confirm.
* **Maintenance and Beautification – Mary Lou McDonald, Jodi Campion**
	+ Mary Lou gave details on the quotes for carpet replacement in buildings 2 and 3. More investigation to follow. Mary Lou is putting together budget numbers and schedule for when work can be done.
* **Communication (Website & Facebook) – Jack Parker (Steve Goff gave details)**
	+ Steve discussed great job by Jack, concerning the website information updates and being easier to access
	+ Steve talked about there being little interest or response so far in the owner forum test info.
	+ Steve talked about the development of an owner’s directory and details to be determined.
	+ Steve to follow up on forum information eblasts.
	+ Tommy recommended mailing out to owners asking for updated contact information.
* **Contracts – Jack Parker (Steve Goff gave details)**
	+ Board working with RLM and Steve Moriarty on contracts.
	+ Lee is contacting all vendors.
	+ Question about the Heath’s contract, Steve commented that it was an auto renew contract, communication lines are open with Heaths. BOD discussion recommended that the board should not have any auto renew contracts going forward.

**Security Committee Update – Tommy Esarey**

* **New Lock System**
	+ Tommy Esarey presented information on progress of the new door locks. At the time of the meeting the project was over 90% complete for phase 1.
	+ Cards have been delivered to owners in a timely manner, with project coordinator being onsite 24/7
	+ Feedback on the new system has been overwhelmingly positive. There has been a small amount of negative feedback that we are working through.
	+ Questions and discussion concerning attorney’s opinions and how we were able to move forward with the change. Steve Goff replied that injunction that was taken to court to stop the process was denied by the judge. Also, the second injunction request for the plaintiffs on the letter was also denied by the judge.

Advice from legal counsel was to continue with install. Steve reiterated the need for accountability and emergency access to all the units with a unified system that’s managed.

* + Tommy answered questions about the phone app and accessories and that the app will be available soon with updates to be sent out.

**Scheduled Maintenance Projects**

* BOD shared comments about the work that has been so far this year and that the details have been sent out and posted.

information on the door painting project, more details to follow.

* Questions about adding umbrellas to pool, Tommy gave information that CALM would be adding more shade cloth to the pool and adding more chairs to the beach.
* Questions about bird / geese droppings, CALM is working with wildlife management companies to come up with solutions.

**Old Business**

* **Bylaws Change Update**
	+ BOD discussed status of the update on the changes and that we still do not have enough votes. More information to come out before annual meeting.
* **Sale of Front Desk**
	+ Now Completed
	+ Question about the sale price being a one-time fee. Steve commented that there will be a wear and tear agreement of $500.00 per month from ML Hospitality.

**New Business**

* Painting of hallway doors will be Fall / Winter project
* Dumpster- The Pointe Board ask the Master Association Board to send out an announcement that the dumpster is for Pointe owner only. New signage has been installed on dumpsters.
* Window Cranks – Steve discussed the window cranks being taken off in the hallways because of people leaving the windows open during summer /winter. Also noted people were opening them to smoke in hallway. The decision was made to leave them off for now. Comments were made to investigate an emergency type window hatch.
* Smoking Complaints – Discussion and committee set up
	+ Al Dupuis volunteered for committee.
	+ Lee brought up that the documents does not allow for smoking in the units, patios or balconies. Lee recommended enforcing the rules that are on the books now.
	+ Mary Lou spoke of the rental program fines smokers in rental program units $250
* Dogs – The board is addressing an issue where a dog was killed by another dog.
	+ Current rules are under review and a committee will be formed for recommendations.
	+ Question was asked about a designated area for dogs to run. CALM discussed a piece of land to use for this but will not be providing for fencing. Tommy suggested the Associations could chip in for it.
* Owners Directory – Discussion and committee set up / Covered during Communication Committee update.
* Bank Accounts- Signature Updates
	+ Tommy Esarey made motion to add Steve Goff and Jack Parker as signers to the Bank of Botetourt Accounts. Mary Lou McDonald 2nd. All were in favor.
* Mary Lou made a motion to place flags on the roadsides for the 4th of July
	+ Tommy 2nd. All were in favor.

**Owners Forum**

* Question about security on the 4th. Security will be onsite for the 4th and the weekend also.
* Question about parking on the 4th. Board discussed that we don’t have reserved parking and that’s its first come first serve. This has been an ongoing issue for years. The board has worked with CALM to use the P4 lot for overflow parking.
* Question about window cleaning. The board will be reviewing this for 2020 in conjunction with other maintenance on the building that requires the lift.
* Comment that the after-hours number in elevator 2 is not correct. Mary Lou to check / update.
* Comments about dumping of items in the common closet areas. Notices to go out to owners for removal.
* Comments about exterior trim boards around windows. The board is reviewing the project.

**Executive Session: Legal Matter and Personnel Issue**

* Tommy Esarey made a motion to enter executive session. 10:45 AM
	+ Mary Lou McDonald 2nd All were in favor
* Returned to Normal Session: 11:14 am
	+ No decisions were made.

**Election of Treasurer.**

* Hannah Heath has resigned as treasurer due to other obligations. Tommy Esarey nominated Mary Lou McDonald for Treasurer,
* Steve Goff 2nd All were in favor,

**Adjournment**

* Mary Lou McDonald made motion to adjourn meeting at 11:17 a.m.
	+ 2nd by Tommy Esarey
	+ All were in favor

Minutes taken by: Tommy Esarey (BOD Secretary)