**The Pointe CUOA BOD Meeting**

# Meeting Minutes

# 10/12/19

## Opening

The regular meeting of the **The Pointe CUOA BOD Meeting** was called to order at 9:00 am on 10/12/19 in Blackwater Room by Steve Goff

Steve Goff -Established quorum

## Present

* BOD – Steve Goff, Jack Parker (phone), Tommy Esarey, Mary Lou McDonald, Jodi Campion
* Owners- Tom Parmelee
* Invited- Lee Merritt RLM Associates,

## Approval of Minutes

* Mary Lou McDonald made motion to approve August 17th meeting minutes
	+ 2nd Jodi Campion
	+ All were in Favor

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

* New Collection Policy
	+ Motion to ratify policy made by Jodi Campion
	+ 2nd by Mary Lou McDonald
	+ All were in favor
* Addendum for Bank Signer to Minutes
	+ Motion to add to minutes made by Jack Parker
	+ 2nd Jodi Campion
	+ All were in favor
* Reserve study by RLM approval
	+ Motion to ratify approval by RLM made by Tommy Esarey
	+ 2nd by Mary Lou McDonald
	+ 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 had questions about carry over taxes that were paid by previous management company. Lee will discuss with accountant.
	+ Steve Goff made comments about the association being able to contribute more money to the reserve funds, Lee agreed it was positive.
	+ Lee talked about account balances and how the quarterly payments are made to the reserves. Lee noted that we are getting close to being able to discuss moving some reserve monies to a CD to draw more interest.
	+ Lee spoke about the new collection policy will be in effect November 1st.
	+ Lee feels overall, we are in good shape.
* **Maintenance, Beautification and No Smoking – Mary Lou McDonald, Jodi Campion**
	+ Jodi Campion discussed the end unit foyers being included in the carpet replacement project.
	+ Mary Lou McDonald discussed that the door painting project is underway. Building 1 is complete. Discussion was had about the project and hall painting projects.
	+ Mary Lou McDonald is getting updated pricing on carpet for building 2 and 3
	+ Jodi Campion gave details about artwork and furniture for the lobbies.
	+ Tommy Esarey had talked with the painters about painting lobby 2 and could be done in the next couple weeks. Discussion by Board about the painting, when, how much to paint, budget, etc.
	+ Tom Parmelee recommended moving bulletin board to elevators, Tommy Esarey to check viability.
	+ Mary Lou McDonald made a motion to paint and decorate lobby 2, not to exceed $5000.00
		- Jack Parker 2nd
		- All were in favor.
	+ Smoking Committee, Steve gave information about designated areas and a supplier for smoking enclosure. Designated areas to be discussed further.
* **Communication (Website & Facebook) – Jack Parker**
	+ No Update
* **Contracts – Jack Parker**
	+ No-Update

**Security Committee Update – Tommy Esarey**

* **New Lock System**
	+ Working on 3 locks that had excessive battery drain. Manufacturer has been notified.

**Old Business**

* **Bylaws Change Update**
	+ Due to low response a new vote will be taken at this year annual meeting.
	+ Details on previous vote validation is still under review.
* **Bike Rack and Kayak Storage Re-visit**
	+ Jack Parker and Tommy Esarey to discuss further

**New Business**

* Door Painting Updated above.
* Bank Accounts Updated above
* Annual Meeting Preparation.
	+ Mary Lou McDonald made motion to approve breakfast by Heaths
	+ Jodi Campion 2nd
	+ All in favor.
* 2020 Heaths Dues Payments to be made once per year. Discussion by board.
	+ Steve Goff made motion to vote on Heaths paying once per year.
	+ Jack Parker 2nd
	+ Vote 3-2 in Favor
* Steve Goff and Mary Lou McDonald to do further research on the lobby bathroom ownership.
* Board discussion about owners that have been nominated to the Board for Annual Meeting.
* Board discussed the possible closing of the building 1 basement bathrooms. November – April
* 2020 Dues: Board discussed raising dues
	+ Steve Goff made motion to raise dues 2.5 %
	+ No second, Motion Failed.
* 2020 Budget Project Recommendations
	+ Board discussed future projects to present at annual meeting.
	+ Lee reviewed 2020 budget line items.

**Owners Forum**

**No Comments**

**Adjournment**

* Mary Lou McDonald made motion to adjourn meeting at 12: 08 pm
	+ 2nd by Jodi Campion
	+ All were in favor

Minutes taken by: Tommy Esarey (BOD Secretary)