

COOCVE BOD Meeting

Tuesday, December 21, 2021 - Via Zoom

Macky Bachelor, COOCVE 2nd Vice President, called the meeting to order at 9:30 a.m. and led the meeting with the Pledge of Allegiance and a moment of silence.

Treasurer's Report – Howard Drandoff, COOCVE Treasurer

The opening balance for November 2021 was \$83,317. Expenses for November were \$614. YTD deposits were \$35,107; YTD expenses were \$27,559. The current cash balance as of November 30 is \$90,864; As of November 30, the Optimum Bank CD is \$53,151. A Director asked to elaborate on the COOCVE expenses. Howard responded that \$27,559 was for the entire year. Some of the expenses were for insurance, webpage, zoom, comcast and minutes; the rest were small. An annual report will be coming in the Reporter in the coming months.

President's Report - Macky Bachelor, 2nd Vice President

Macky Bachelor presented the President's report as Sylvia was not present. Macky reminded everyone that COOCVE is an organization to communicate and educate. As a Director of COOCVE, your job is two-fold: you should ask questions at these meetings, gather information and then provide your findings to your residents and BODs. Directors can ask questions after each report; all others can ask questions at open mic. During open mic, please watch the chat. Some informational questions may be answered in the chat by others.

Macky reminded Directors to vote in the January election for the COOCVE, Master Management and CenClub BODs. Resumes were posted in the December *Reporter*. A link will be emailed and posted on COOCVE.com for the Candidate Forum being held on January 6.

Macky asked that all Directors read the November *Reporter* or visit the www.COOCVE.com website for an election timeline regarding building elections; COOCVE Directors should be elected at these annual meetings.

Two **board certification workshops** have been scheduled; January 19 from 12 p.m. to 2 p.m. with Bill and Susan Rafan and February 8, from 1 p.m. to 3 p.m. with Jennifer Cunha; sign-up information will be posted on the COOCVE website in the coming weeks. These certification classes are for any Board member or interested owner. Just a reminder to submit your **Officer and Director Forms** after each building's annual meeting. The updated/fillable 2022 Officer and Director form has been posted on the COOCVE website, mailed to all Building Presidents and can also be obtained from your property manager. After the information is inputted, save the document and email the completed form to COOCVE.com and also bring the official signed/sealed copy to the COOCVE or MM office.

Macky reviewed some of **COOCVE's accomplishments** in the last year. In 2021, COOCVE developed a website with resources, interactive forms, educational articles, links to classes and webinars by local lawyers, video archives, association forms and much more. During 2021, COOCVE moved to a new office and in 2022 the goal is to expand office hours. Also in 2021, COOCVE held two board certification classes, two treasurers' workshops and several presidents' forums. A COOCVE page was added to the *Reporter* with articles directed to Board members and Owners. Communication was fostered between Master Management, CenClub and COOCVE keeping owners and BODs in the loop of all information. COOCVE responded to many building associations' and owners' needs which resulted in many topics being researched for discussions and COOCVE then disseminated all information that was gathered. COOCVE also saw a need for information on insurance and put together a volunteer committee to develop a useful article. Residents inquired about contractors and COOCVE volunteers responded by creating a

contractor survey for all buildings. . The contractor survey is on the COOCVE website under Forms; results will be posted on the website before year-end.

Master Management – Eli Okum, Board President

Eli stated that he checked with both Eduardo and Val regarding the hack that occurred earlier. He mentioned that MM uses Zoom corporate which is about \$150/year and allows administrators to monitor who can enter the room. Eduardo also recommended for everyone at the earlier meeting to change their email password.

Eli reported that MM has received a number of inquiries asking who is **responsible for a water/sewer pipe leak**. If the leak is inside your apartment between the water valve behind the building and your unit; it is most likely the unit owner's responsibility. If the leak is before the water reaches your building, then it could be the responsibility of either the building or MM. He urged residents to contact their management company as they will know who is responsible. Additional information can be found in the MM Insider as well as the *Reporter*. The MM Board has raised the **2022 coupon** by \$6; the new coupon amount is \$128/month. If you continue to use paper coupons, please contact MM if you did not receive a new book. **Vehicle bar codes** will be temporarily provided in a two-step process. **Step one:** fill out paperwork at the Security office near the Tilford tennis courts Monday through Friday from 9 a.m. to 4 p.m. **Step two:** once the information is in the system, you will receive a phone call for an appointment to get your barcode installed. Eli stated that the permit has been received for the **right-hand turn lane** on Military trail; MM is currently seeking a vendor to complete this project. Harriet Drandorf asked what the protocol is for when the gate arms are hit as this is happening quite frequently at the east gate. Eli responded that the guard on duty should come out and assist, but this was not always being done. If there is only one guard on duty, he should contact the rover for assistance; this is not

being done and Eli has spoken to the Director of Security about it. A Director asked about the Comcast contract. Eli responded that it was voted unfavorably and they are looking at other providers. A Director asked Eli to publish a listing of Comcast services that is included in the CVE bundle.

CenClub – Mike Burdman - Executive Director

Mike thanked everyone who attended the December 14 CenClub meeting. The video is available on CenClub.com and will be available shortly on channel 98. **Revalidation of CenClub IDs** is going great. Over 6,000 IDs have been issued to residents; there are about 1,500 residents who have not updated their payment information. Residents need to fill out the forms online or drop off the paperwork to the Staff Office and one of the staff members will reach out to schedule an appointment. Please be patient as many phone calls need to be made. Mike also mentioned that CenClub has recently switched banks and residents need to update their payment information. Residents can go to CenClub.com and fill out the form online or drop off their payment information at the Staff Office and once it is received, it will be inputted into the system and an appointment will be made for you to revalidate your ID. Blue IDs will still be valid until revalidation is complete. **Tickets for December and January shows** are on sale now at the Box Office. January shows are also available online. The January shows will be a full theater, masks are mandatory with no guests permitted. The CenClub BODs have not made a ruling on the February shows. The Clubhouse remains open for all residents and guests. As a reminder, residents must show and scan an ID card for access and guests must be accompanied by residents and registered with a security guard upon entry. Refunds will not be given to residents if you purchase a guest ticket; it is stated on the ticket, at the box office and online. Masks will be enforced in the theater and will be monitored by CenClub staff and ushers. Many new projects are coming up in the new year; please be sure to come to a CenClub meeting. A Director asked Mike about getting

IDs for animals in the building. Mike responded that IDs can be issued for emotional support animals if the ESA paperwork is filed and approved in the ID office. If a resident does not have this, an ID will not be issued. If residents do not have an ID for their animal, the building President should send a letter stating that only service animals are allowed in the building.

Election Report - Macky Bachelor, COOCVE 2nd Vice President

The election will take place on-line from January 10-13. Only the 2021 COOCVE Directors will be voting. Becker Ballot is conducting this election. If you were registered last year, you will only get a link to vote on January 10. If you do not remember your password, you will need to do a password reset. If you are a new Director, you should have received an email from Becker Ballot with a link to sign up, please email Sheila at prspah55@gmail.com if you have not received it. If on election day you cannot access the election, please contact Becker Ballot or email Shelia. Candidate resumes can be found in the December *Reporter* as well as the online version. Email notices will be sent out with a link to view the Candidate Forum live on January 6 at 2:30 p on zoom and the video of the Forum will be posted on COOCVE.com following the Forum. Questions will not be able to be asked at the Candidate Forum. All questions were submitted to the Election Committee in November.

A Director asked that a sign be posted on trash containers stating when bulk pick up is. The date has changed and some residents are not aware of the change. Eli responded that notices were posted on the bulletin boards.

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Old Business: none

New Business: none

A motion was made and seconded to adjourn at 11:07 a.m.

Respectfully Submitted,

Macky Bachelor, 2nd Vice President COOCVE