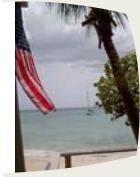




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Coakley View

ADDRESSING THE NEEDS OF THE COAKLEY BAY COMMUNITY: OWNERS, RENTERS AND GUESTS

A Condo Association is a lot of things: a Business, a Democracy, and part Public Relations firm.....now is your chance to participate

Annual Meeting & Owners' Reception

The Association has three central documents: the "Declarations" that created the Association, the "Bylaws" which are our Constitution and the "Rules and Regs" which act as our statutes and regulations. Under Article III of the Bylaws, the "annual meeting of the Condo Unit Owners of the Association shall be held on the last Saturday in January of each year....the election of Directors shall take place." (Website: www.coakleybay.org on the "Bylaws page") For the 2009 meeting, that will be **Saturday, January 31, 2009**.

December's invoices will contain the

notice, a reservation form for the cocktail party by the pool, your voting proxy, the 2009 budget proposal and related materials. At the meeting you will also receive the financial audit and an agenda.

This is your chance to ask questions of the Board, vote for new Board members, discuss issues with the General Manager and meet other Owners. There will also be discussion of the financials, capital improvement projects for the upcoming year and the multi-year planning effort by the Board and Manager. Please try to attend if possible—it is always fun and interesting.



Two Hot Topics for 2009 Meeting

The Board will be seeking input regarding several initiatives for 2009-2010. The largest involves a re-paving of the drives and parking areas. In addition, over the year, there has been an effort to strengthen the emergency lighting and water supply systems by the use of battery/inverter units for buildings. There will be a discussion of increasing effectiveness of that emergency system and greatly reducing generator noise in the event of an emergency by encouraging (totally voluntarily) owners in a building to pay for a single, whole building generator that would also supply power to emergency systems, lighting and water for everyone else.



Annual Meeting: It is Your Board, You Should Know How it Works

The Annual Meeting Features Election of New Board Members — So What Do They Do?

The Board consists of nine people when at full strength. Three directors are elected each year for a term of three years. (Places left vacant by departures are also filled for the balance of their term.)

The Board is always turning over—as there is a specific rule that no Board member can serve for more than three consecutive years. What we lose in experience, we gain in broad representation and fresh views! Consider running!

Generally, the Board meets for an hour or two the first Monday of each month. The General Manager gives the Board a report of operations for the past month and plans for the next. In

addition to responses to immediate situations, the Board reviews the financial reports and prepares the financial budget for the following year — which is then voted on by the Owners at the

Annual Meeting in January. In addition, the Board:

—hires and supervises the General Manager

—employs staff and contractors

—employs professionals such as our accountant and attorney.

—amends and publishes the rules and Regulations.

—compliance with rules and financial obligations.

—reviews requests & complaints.

For a full list, see the website under the “Bylaws” tab — in Articles IV and V.

PLEASE!! Owners & Renters should provide their email & phone info to the Office for contact

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Call (340) 773-9600

Feb Yard Sale for CB

It will soon be time for the CB Yard Sale — in February. Please call JoAnne Lynch at 773-9329 to participate, or if you have questions. More info in next month’s newsletter, but items can be stored if donated before then. You can donate items to be sold for the CB slush fund, which this year was distributed to the staff in appreciation for their efforts during Omar—or you can get an table, sell your own items and donate a small amount to the fund.

THINGS TO KNOW: Advanced Maintenance



Rejuvenation and re-sealing of roofs, along with scraping and painting of buildings is done on a continuous, rotating basis. In 2007, Buildings L, M and N were completed. In 2008, it is Buildings A, B and C. 2009 will begin with Building J as soon as the Season winds down, and then continue on to Building H.

Changes to the Website and Wisdom from Omar

The Website. There are new additions to the Coakley Bay website. Some have been in planning for some time, others are based on experience gained in Omar. These are drafts which are being worked on.

1. Emergency Procedures Page. In the Owners’ section, there is a new page that sets out procedures for communications and dissemination of information during an emergency. The main component of this is a single, central clearing house for information going in and out and for inquiries and contacts. After an emergency there will be three means to get information from and to contact the General Manager and Board: (1) a dial-in number where either a live person or a recording will provide updates, and allow you to leave messages, (2) the same information and ability to contact via the website, and (3) posting and receiving the same information on the Office door by the mailboxes. To the extent possible, this will be staffed by a designated member or representative of the Board during emergencies—with an off-island backup if all on-island communications are down. Please take a few minutes to read this.

2. Forms Page. In the Owners’ Section there is also a page that provides copies of commonly used forms: notification to the Office of Renters and sheets for distribution to renters, a form for making requests for services from the Office or Board, for providing notice to the Board or Office and for making complaints; and storage contracts. More will be added over the coming year.

3. Updates to the Schedule of Insurance and financials. Please take the time to review these materials — and (as always) contact the Board if you have any questions or comments.

Wisdom from Omar. Omar presented some truly odd lessons, and reminded us of some old lessons that have gone unheeded.

1. Old Lessons Re-Learned. It is critical that before storms everyone make absolutely certain that everything on your gallery on the stairs is lashed down tightly or taken inside—and that the shutters are all securely closed and locked. We had two situations where porch items went airborne and did real damage. And it could have been far worse. Chairs, grill grates, planting pots or other items become missiles at 120 miles per hour. One shattered glass and damaged doors—and could have seriously injured or even killed someone. Everyone who is on-island has to do a complete final check when closing up. People who are off-island have to have someone (a rental agent, neighbor or friend) who has formally agreed to close it up for that particular storm. Please re-check for every storm to make absolutely certain that the person who is supposed to do this has done it completely. Also, the Office has to have contact numbers and preferably email addresses for all owners and renters. We had a very hard time contacting people with emergency messages and to convey important meeting schedules and other information during Omar. Please keep the info current.

2. New oddities. For those of you who missed it, half the power went out—building A through G at first had power and then it was turned off by WAPA. Buildings H-N had power after the third day. This led to all sorts of interesting revelations about rewiring pumps, laying connecting cables and how to move generators. In a way we were lucky we had that half as a resource. But we *seriously* need to upgrade backups!