

Baytree Community Association Inc.
C/o Fairway Management,
1331 Bedford Dr., Suite 103
Melbourne, FL 32940
(321)777-7575

Board of Directors Meeting Minutes
December 6, 2021 at 1pm
Via Zoom Teleconference Call

Called to Order- Meeting was called to order by the President, Robert Eksten, at 1:01pm.

- 1. Roll Call-** Quorum of Directors Present: Robert Eksten, Arthur Hudson, Michael Sherbin and Nick Williams. Jim Kenney present from Fairway Management.
- 2. Proof of Meeting Notice** -Posted at Community gate 48 hours in advance of the meeting.
- 3. Approval of Minutes-** Nick motioned to approve the minutes from the October 4, 2021 board meeting, second by Mike. Motion carried unanimously.
- 4. Reports of Officers:**
 - a. President – See attached report submitted by Bob.
 - b. Vice President – No report
 - c. Secretary – Mike does summary of meetings. Bob asked Mike to allow Fairway to compile meeting minutes and Mike to review.
 - d. Treasurer – See attached report submitted by Art. Art motioned to require the board to keep a \$20K cash balance be maintained and require the board’s approval if planned expense will cause the balance to go below \$20K. Second by Mike. Motion carried unanimously.
 - e. Director – Nick, Thank you to Sue Frontera.
- 5. CDD Update** – Rick Brown thanked Sue F, the party was outstanding. Holiday lights are up, thank you to BCA for contribution toward the lights. Playground equipment ordered, looking at February install. Possible speed humps on Balmoral. Getting bids for pickleball, one with fencing in at \$34k. Open seats on the board, looking to fill. Next meeting 12/8 at 7pm at Isles of Baytree Clubhouse. Security guard building is not a location for drop off/pickup of packages.
- 6. VM Reports** –
 - a. Arundel – Sue Frontera/AVM present. No report. Anita logged on later.
 - b. Balmoral – Not present.
 - c. Chatsworth – Kevin Campbell resigned as VM, AVM Bernard Bryant has taken over as VM. No report.
 - d. Hamlet – Christine Applegate present. No report.
 - e. Kingswood – Sandy Schoonmaker present. No report.
 - f. Saddleworth – Tom Harrison present. No report.
 - g. Turnberry – George Hazley resigned as President, AVM Nancy Green present. No report

h. Windsor – Not present.

7. ARC Report – Rick Brown reported that the ARC has reviewed 144 ARC applications this year. Tree removal/replacement has been a concern, enforcing hardwoods on properties per the county guidelines. Lawn debris must not be placed at curb before Sunday evening for Tuesday pickup. Baytree Living magazine asked Rick to submit an article.

8. Isles of Baytree – Joann Wagner reported the 2022 budget was approved with a \$5 increase due to increased insurance costs. Zoo fence has been repaired, getting it cleaned next. Marking and addressing lifting sidewalks throughout. Streetlights were out and Joann is working with Baytree CDD to get them all fixed.

9. Unfinished Business-Baytree CDD playground project, \$33,000 funded by BCA.

10. New Business -

a. Mike motioned to approve the proposed 2022 budget, second by Nick. Motion carried unanimously.

b. Bob introduced Jackie Curley as nominee for open director position. Art motioned to elect Jackie, second by Mike. Motion carried unanimously.

c. Bob motioned to place Jackie as Vice President, second by Nick. Motion carried unanimously.

d. Newsletter – Need volunteers. Discussed having a subcommittee. VMs to ask for help.

e. Shawn Samuels/8211 Compton presented his concerns. Discussions took place. Board considered his negotiated fine amount. Nick motioned to accept offer of \$500, second by Art. Motion carried unanimously.

f. Due Process: Eight properties were considered for fining who have not come into compliance:

- 962 Balmoral – Clean mold/dirt from landscape curbing. Art motioned to fine \$25 per day, second by Nick. Motion carried unanimously.
- 972 Balmoral – Clean sidewalk, Clean driveway. Nick motioned to fine \$25 per day, second by Art. Motion carried unanimously.
- 1143 Balmoral – Clean sidewalk. Nick motioned to fine \$25 per day, second by Art. Motion carried unanimously.
- 345 Baytree – Trees removed, no ARC approval. Submit ARC application, Repair/replace dead grass areas. Nick motioned to fine \$25 per day, second by Jackie. Motion carried unanimously.
- 7983 Bradwick – Remove weeds from landscape. Nick motioned to fine \$25 per day, second by Mike. Motion carried unanimously.
- 8160 Compton – Trim overgrown landscape. Nick motioned to fine \$25 per day, second by Art. Motion carried unanimously.
- 8210 Compton – Remove weeds from landscape. Nick motioned to fine \$25 per day, second by Mike. Motion carried unanimously.
- 7971 Old Tramway – Clean roof. Nick motioned to fine \$25 per day, second by Mike. Motion carried unanimously.

g. 2022 Meeting schedule:

- 2/14/22 – Board meeting
- 4/11/22 – Annual meeting
- 7/11/22 – Board meeting
- 11/14/22 – Budget workshop
- 12/12/22 – Budget meeting

11. Items from the Floor – Mr. Caselli from 8006 Linford presented his issue with denial of his original paver ARC application. Rick Brown commented, ARC approved the revised, minimum request alternative. Board voted if they would overrule the disapproval.

12. Adjournment- Being no other business before the Board, meeting was adjourned at 3:39pm.

Minutes Prepared by:

Paula Matthes, LCAM

Fairway Management

I congratulated Sue Frontera for a highly successful, fun and well attended Baytree community party at the Pavilion last Sunday. I said we on the Board all know of the tremendous time and effort she put into making the event so successful - and that we all greatly appreciated it. I also mentioned that the Marine, Max, said they were very happy with the large numbers of toys donated.

I shared my "vision" for my role and the Board. I stated I wanted to help the Board continue to move towards being seen by homeowners as a friendlier, more neighborly organization that promotes community-wide connectivity by promoting a variety of social events and services - all while maintaining our standards consistent with our being a premier community. To that end, I suggested we should craft a Mission Statement (which could be addressed under New Business).

I mentioned the great working relationship with the CDD Board and my several conversations with their Chairman, Mel Mills. This is a "win-win" for Baytree that we should maintain.

Finally, I stated that having said that, we know there are things we can and will improve upon...and we're already doing that. For example, on Oct. 25th, Nick and I met with Jim Kenney and Paula Matthes and agreed on a change in the monthly community inspections. Our process now includes noting MINOR violations (e.g., weeds in a driveway) - but not sending a violation letter until it is noted again the next month. However, all other violations will be addressed as before.