

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

Board of Directors Meeting Minutes
January 20, 2021 at 10am
Via Zoom Teleconference Call

Called to Order- Meeting was called to order by the President, Wayne Huot, at 10:00 am.

- 1. Roll Call-** Quorum of Directors Present: Wayne Huot, Phil Ruhlman, Stephanie Knudson, 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-** Stephanie motioned to approve the minutes from the December 10, 2020 board meeting, second by Wayne. Motion carried unanimously.
- 4. New Business-**
 - a. Saddleworth new AVM, Carolyn Finn (662 Deerhurst). Stephanie motioned to accept, second by Michael Sherbin. Motion carried unanimously.
 - b. Pavilion fees were discussed.
 - c. Revised Pavilion documents with Baytree CDD-BOD to review and advise the CDD.
 - d. Windsor alternatives to separating-Windsor did not have enough votes to divide. Discussed how to handle, including having committees.
 - e. CDD Capital projects-Jim advised that BCA can consider contributing the excess funds, but once the excess is gone he does not suggest budgeting in the future. Wayne motioned for the board to participate in considering CDD projects, second by Stephanie. Motion carried unanimously.
 - f. Newsletter-A lot of positive feedback on the last newsletter. Asked to send hardcopies vs. emailing. Stephanie made a motion to mail hardcopies to all homeowners this year, second by Michael Sherbin. Motion carried unanimously.
 - g. Newcomer basket-Dee Waldron proposed that she distribute welcome baskets to new homeowners that include information links and goodies. Dee will put together and delivery. Cost would be approx. \$30-\$50 each. Dee will be notified of new homeowners by Fairway Management. Dee will be reimbursed for the costs she incurs. Wayne motioned to have Dee proceed with welcome baskets, second by Stephanie. Motion carried unanimously.
 - h. Parking on streets-Discussed the issues with parking on both side and at curves. CDD to review options at their February 3rd meeting. BCA to express any opinions on how to handle.
 - i. Due Process-
 - 270 Baytree-Weeds in the back landscape. Nick motioned to fine \$50/day, second by Phil. Motion carried unanimously.

- 8175 Belford- Properly store trash bins and Trim trees at road to 12 feet from ground. Nick motioned to fine \$50/day. Jerry comments that the homeowner is disabled and offered to contact her for assistance. Phil motioned to defer fining consideration to the February 15 meeting, second by Stephanie. Motion carried unanimously.
- 448 Birchington- Trim tree at sidewalk and road to 12 feet from ground. Nick motioned to fine \$50/day, second by Wayne. Motion carried unanimously.
- -8210 Compton- Paint trim at garden wall. Nick motioned to fine \$50/day, second by Phil. Motion carried unanimously.
- -7952 Old Tramway- Trim dead palm front from palm in back. Stephanie motioned to fine \$50/day, second by Wayne. Motion carried unanimously.

5. Items from the Floor – Sue Frontera reported the social committee is considering items, but with COVID nothing is planned yet.

6. Adjournment- Being no other business before the Board, meeting was adjourned at 11:09 am.

Minutes Prepared by:
Paula Matthes, LCAM
Fairway Management