

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 12, 2022 at 1pm
Golf Clubhouse

1. **Called to Order-** Meeting was called to order by the President, Robert Eksten, at 1:00pm.
2. **Roll Call-** Quorum of Directors Present: Robert Eksten, Jackie Curley, Arthur Hudson and Nick Williams present. Tom Dillon present from Fairway Management.
3. **Proof of Meeting Notice** -Posted at Community gate 48 hours in advance of the meeting.
4. **Approval of Minutes-**Jackie motioned to approve the November 7, 2022 meeting minutes, second by Nick. Motion carried unanimously.
5. **Reports of Officers:**
 - a. President – See attached report submitted by Bob.
 - b. Vice President – Jackie had nothing to report.
 - c. Secretary – Michael Sherbin resigned. Bob recommended Roma Zimmerman to take over this position. Jackie motioned to appoint Roma to take over Michael’s term, second by Art. Motion carried unanimously.
 - d. Treasurer – See attached report submitted by Art.
 - e. Director – Nick thanked the ARC for all their hard work.
6. **CDD Update** – Mel Mills stated that he appreciates the partnership between CDD and BCA. Elections were held; Mel is Chair, Rick Brown-Vice Chair, Richard Bosseler-Asst Secretary, Jan Hill-Asst Secretary, April Simmons-Asst Secretary. Light issues being addressed at front entrance. Tall palm trees have been trimmed. Sealing project is complete-thank you for residents who were patient and polite. Dog poop is still an issue, and they now have video of one guilty party. Meeting with Sheriff’s office to discuss vehicles speeding and running stop signs. Holiday lights are up and look great. Lake bank restoration almost complete.
7. **VM Reports** –
 - a. Arundel – Kim Engle/AVM present. Liquor bottles found at the 3-way stop at Chatsworth.
 - b. Balmoral – Maureen Ksiez/VM present. Overspray from the sealing project on Balmoral and Southpointe. Make sure homeowners are not cited. Searching for an AVM-may have someone.
 - c. Chatsworth –Bernard Bryant/VM present. Sealing project complete, will they be doing touch ups. Mel reported they will be going around and touching up areas, as well as cleaning up areas with overspray.
 - d. Hamlet – Christine Applegate/VM not present.
 - e. Kingswood – Sandy Schoonmaker/VM not present. No report.
 - f. Saddleworth – Tom Harrison/VM present. No report.
 - g. Turnberry – April Simmons/VM present. New lawn contract with Amerilawn and new pest control with Green Wing in Merritt Island.
 - h. Windsor – Paul Panikowski/VM present. No report.

8. **ARC Report** - Rick Brown reminded everyone that the ARC meets every other Monday at 8:30am at the Pavilion, or at the Clubhouse if weather requires. Proposed Amendment to BPARCs, Section 4.6.2 Roof Structure, to add Section 4.6.2 D: Solar Roof tiles (NOT solar panels), similar to the Tesla Solar Roof Tiles, are permitted provided they have the appearance of an architectural style roof tile (not flat panel) and are black in color. Discussions took place. Jackie motioned to approve with the removal of “(not flat panel) and are black in color”. Second by Art. Motion carried unanimously.
9. **Isles of Baytree** – Joann Wagner has resigned from the board due to medical issues.
10. **Unfinished Business-**
 - a. New front gate sign installed and in use.
11. **New Business -**
 - a. Approval of 2023 budget. Art reviewed the proposed budget. Discussions had. Nick motioned to approve, second by Jackie. Motion carried unanimously.
 - b. Proposed addition to the Declarations, Article XIII, Section 13.17.2. See attached for wording. Discussions took place. Nick motioned to approve, second by Jackie. Motion carried unanimously.
 - c. Resident behavior during the road sealing project was unacceptable. Bob stated he was shocked by the lack of civility.
 - d. Due Process-8210 Compton has reached max fine of \$2,000. Unauthorized vehicle still being parked on property. By advice of Association attorney, board discussed suggested filing of a lawsuit. Jackie motioned to proceed with Rob’s legal advice, second by Nick. Motion carried unanimously.
 - e. 2023 Meeting schedule discussed. Art motioned to accept, second by Jackie. Motion carried unanimously.
 - 2/13/23 – Board meeting
 - 4/24/23 – Annual meeting
 - 7/10/223 – Board meeting
 - 10/16/23 – VM Budget workshop
 - 11/13/23 – Board budget meeting
12. **Items from the Floor –**
 - a. Dogs must be kept on a lease when off property and this includes when they are on a golf cart.
 - b. Keep street drains cleared of debris, especially before a storm. Homeowners should also keep the street gutters cleared and cleaned.
 - c. April announced that a new Mahjong Group has been set up to meet the second and fourth Wednesdays of the month.
 - d. Maureen stated that the deadline for articles for the March newsletter will be due by 2/16/23.
 - e. Maureen reported that Sue F. is working hard planning events for the first quarter of 2023. The following dates are being planned; 2/19 will have music and food trucks, 3/5 with be a concert and 4/26 a car event. More to come.
13. **Adjournment-** Being no other business before the Board, meeting was adjourned at 2:41pm.

Minutes Prepared by:
Paula Matthes, LCAM
Fairway Management

President's Report – Dec. 12, 2022

Looking back on 2022, the BCA Board can point to continued success in protecting homeowner property values with consistent enforcement of our By-laws and Covenants.

Additionally, we have successfully promoted numerous social events during the year that concluded with the well-attended Baytree Holiday Party this past weekend. And, too, I trust residents appreciate our close partnership with the CDD to help fund the new playground equipment and our Holiday lighting throughout the community.

Going forward into 2023, the Board is committed to ensuring more of the same on both fronts: protecting property values and enhancing the quality of life for all residents in Baytree. This would not be possible without an incredible amount of volunteer work done by Board members, BCA committees - like the ARC and Social committees to name two – VM's & AVM's, the newsletter, our website and others. I also would be remiss not to mention the great support we receive from Fairway Mgmt. and it's staff.

On behalf of the BCA Board, my sincere ***Thank You!*** to all volunteers and to everyone else that has supported our work and mission.

I wish everyone a Healthy and Happy New Year!

Robert Eksten

President, BCA

**BAYTREE COMMUNITY ASSOCIATION
BOARD MEETING DECEMBER 12, 2022
TREASURER'S FINANCIAL REPORT**

This financial report is based on the eleven-month period ending November 30, 2022.

• **Profit and Loss/Budget Performance**

- Income for the period totaled \$49,085.55 compared to a budget of \$51,861.74 resulting in a \$2,776.19 underrun compared to budget. This unfavorable variance is primarily driven by a \$4,583.37 underrun in Prior Year Cash. Without this variance the revenue variance to budget would be favorable by \$1,807.18.
- Expenses for the period totaled \$42,470.14 compared to a budget of \$48,217.16 resulting in an underrun of \$5,747.02. Special events, accounting and tax preparation, legal & professional services and website design/hosting & maintenance are all in an overrun condition as of this report. All remaining expense accounts are under running their respective budgets.
- Net income for the period totaled \$6,615.41 compared to a budget of \$3,644.58 resulting in a favorable variance of \$2,970.83. This favorable variance is the net affect of the underrun in Income offset by the underrun in expenses.

• **Balance Sheet**

- Operating Account = \$28,169.14 and Money Market Account = \$27,103.95 totaling \$55,273.09.
- Accounts Receivable at November 30, 2022 stands at \$3,020.00. \$1,520.00 of this amount is aged over 90 days and is associated with two Baytree residents. Of this amount \$1,350.00 will clear in Dec. as a result of the recent legal settlement involving one of the residents. An additional \$1,500.00 is current resulting from the issuance of a fine in November.
- Accounts Payable stands at \$(2,070.41) which reflects a December invoice from Fairway Management which was paid in November. This is a pre-paid expense.

Discretionary cash analysis:

Total Cash @November 30, 2022:	\$55,273.09
Less: Minimum Cash Balance:	20,000.00
Accounts Payable @ November 30, 2022	- 0 -
Remaining 2022 Budgeted Expenses	<u>10,124.86</u>
 Total Discretionary Funds at November 30, 2022	 <u>\$25,148.35</u>

This analysis includes the final payment of \$2,257.00 for the BCA front gate sign. It does not include funds expected to be received as a result of the recent legal settlement in the amount of \$5,573.52.

In summary the BCA continues to maintain a strong balance sheet, a solid cash position and good performance to budget.

This report was presented to the Baytree Community Association Board of Directors at its regularly scheduled meeting held on December 12, 2022.