

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

Board of Directors Budget Meeting Minutes
November 14, 2019
Baytree Golf Clubhouse

Called to Order- Meeting was called to order by the President, Wayne Wilkerson, at 1:00pm. The Chair led the group in the Pledge of Allegiance to the United States of America.

- 1. Roll Call-** Quorum of Directors Present: Wayne Wilkerson, Janice Hill, and Phil Ruhlman. Richard Mather was absent. 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-** Phil motioned to approve the minutes from the February 22, 2019 Board Meeting, second by Jan. Motion carried unanimously.
- 4. Reports of Officers:**
 - a. President- Wayne discussed the items from his President's Report (attached).
 - b. Vice President- Reminder for homeowners to follow procedures with special issues, as with vultures in the community that have now moved out.
 - c. Treasurer- Jan reviewed the financial report (attached).
- 5. CDD Update** – Jerry Darby reported items discussed at the October 2, 2019 CDD meeting which included the parking lot paving completion, Considering a strategy for the recreation area, Security guards and security company were given a raise, Considering micro-surfacing the roads vs the standard milling and repaving, Assessments staying the same, Speed humps on Baytree scheduled to be installed in January/February, Pool lock system will be replaced, added to the back pool gate as well as considering adding to the tennis courts. Next CDD meeting set for December 4, 2019 at 6pm at the Isles of Baytree clubhouse.
- 6. VM Reports** –
 - a. Arundel – Anita Moreano present – No report
 - b. Balmoral – Jerry Darby present – No report
 - c. Chatsworth – Not present
 - d. Hamlet – Sidney Crouch present – All efforts of the Board and Fairway appreciated.
 - e. Kingswood – Sandy Schoonmaker present – No report
 - f. Saddleworth – Not present
 - g. Turnberry – Arlova Allen present – No report
 - h. Windsor – Mike Sherbin present – Appreciates the support of the board and Fairway in resolving issues within the neighborhood.

7. **ARC Report** – Mike Sherbin reported in Rick Brown’s absence. Everything is good, and the ARC has received good support from the board.
8. **Isles of Baytree** – Joann Wagner present – Assessments staying the same. Homeowners are maintaining the golf area where previous accident took place. Discussions on hurricane shutters still being up.

9. **Unfinished Business** – Parking Lot Paving has been completed.

10. New Business -

- a. Changing the ARC Covenants to require homeowners to keep sidewalk gutters clean - Drainage issues and maintaining discussed. Possibly sealing the cement discussed. Consensus of VMs, especially a signed petition from Turnberry, is they all oppose.
- b. Board to allocate \$250/year for the ARC to hire an arborist for tree concerns. Phil motioned to approve, second by Jan. Discussion took place. Motion carried unanimously.
- c. Due Process: Two properties were considered for fining who have not come into compliance:
 - 7992 Bradwick – Repair broken roof tiles. Phil motioned to fine \$50/day, second by Jan. Motion carried unanimously.
 - 305 Sandhurst – Remove weeds in landscape and driveway cracks. Proposed to fine only the landscape and not the driveway cracks. Phil motioned to fine \$25/day, second by Jan. Motion carried unanimously.

11. Items from the Floor-

- a. Mike Sherbin presented that the Windsor neighborhood is too big and feels it should be divided into 3 or 4 neighborhoods. Wayne stated that the board and Fairway will assist as needed. Mike will submit a plan.
- b. Brian Rodgers asked the board to consider restricting dog breeds. Discussions were had regarding liability and insurance. VMs were asked to query their homeowners. Jim Kenney suggested the board get legal advice if considered.
- c. Mr. & Mrs. Bosch brought up an issue within the utility easement next to his property. Discussions took place.

12. Adjournment- Being no other business before the Board, meeting was adjourned at 2:23 pm.

Minutes Prepared by:
Paula Matthes, LCAM
Fairway Management

President's Report

Thanks to Jerry Darby and the CDD Board for completing the parking area. The poured concrete enhances the beauty of the area and adds to the value of all neighborhoods and residences. Also, the tennis courts have been refurbished and the play area dismantled.

Thanks go to Mel Mills for the landscaping at the front entrance.

Arundel has elected their own VM so the motion to combine Hamlet and Arundel is now off the table.

Golf Course – Wayne and Rick Brown have worked with the golf course to communicate our concerns about the high grass around the lakes and the overall condition of the course. As of this date, the course is in the best shape that I have seen in years. Charlie Staples, owner, has cooperated with us to listen to our concerns and has acted in good faith to update the course.

After much discussion, the Voting Member of Windsor has decided not to support the division of the neighborhood. That discussion will be tabled for now and can be discussed under old business.

Due Process – Richard Mather

Bradwick – Recommend \$50/day

Belford – Recommend extension

Sandhurst – Recommend \$25/day for weeds in landscaping only

Wayne Wilkerson

Meeting Nov 14, 2019 Treasurer's Report

Current Assets vs Liabilities as of October 31, 2019 was \$202,736.94 which consist of \$51,955.90 at Union Bank which is our operating account and \$37,047.64 at Seacoast Bank which is our capital account. This compares to the Assets vs Liabilities as of our last report on March 31st, of \$129,874.46. This includes a refund of \$859.73 from Bella Construction on the Pavilion project. Many thanks to Jerry Darby who oversaw the construction.

At our last board meeting we approved a motion to contribute \$25,000 toward the paving of the parking lot at the pavilion & pool area. I have sent a certified check i/a/o \$17,000 from the capital account to the CDD and I have requested an additional check i/a/o \$8,000 from our operating account to be sent to the CDD. As I promised at the beginning of the construction of the pavilion, we still are left with \$20,000 in our capital account for unexpected expenses.

We are currently operating within our budget.

Jan Hill