

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

Board of Directors Meeting Minutes
February 14, 2022 at 1pm
Golf Clubhouse

1. **Called to Order-** Meeting was called to order by the President, Robert Eksten, at 1:01pm.
2. **Roll Call-** Quorum of Directors Present: Robert Eksten, Jackie Curley, Arthur Hudson, Michael Sherbin and Nick Williams. Jim Kenney present from Fairway Management.
3. **Proof of Meeting Notice** -Posted at Community gate 48 hours in advance of the meeting.
4. **Approval of Minutes-** Art asked that his motion be added to the December 6, 2021 meeting minutes. Nick motioned to approve the minutes with this correction, second by Art. Motion carried unanimously.
5. **Reports of Officers:**
 - a. President – See attached report submitted by Bob.
 - b. Vice President – Jackie informed that Baytree is not in flood zone, and owners can apply for this change to take effect. Cheaper if homeowners apply together. Going to post in next newsletter. Rick Brown to bring up to the CDD.
 - c. Secretary – Mike will distribute the approved meeting minutes.
 - d. Treasurer – See attached reports submitted by Art. First covered through the end of 2021 and the other is for 2022 year to date, January 31, 2022.
 - e. Director – Nick commented that he is the ARC Director and Violation Director. He stated that all is going well and thanked everyone for doing a great job.
6. **CDD Update** – Rick Brown reported that the CDD discussed additional speed humps on Balmoral due to homeowner complaints-This has been tabled. CDD is required by law to conduct a 20-year storm water analysis by 6/30/22-This was a surprise and was not included in the 2022 budget-Company has been hired. Received first proposal for pickleball court of \$40K-CDD will consider more proposals after the play equipment is installed-Estimating April/May. Looking for new contractor for the holiday lights this year. CDD Workshop scheduled for 3/8/22 at 10am at the Golf Clubhouse.
7. **VM Reports** –
 - a. Arundel – Sue Frontera/AVM present. No report.
 - b. Balmoral – Dee Waldron/VM present. Commented that speed humps were requested for safety issues.
 - c. Chatsworth –Bernard Bryant/VM present. No report.
 - d. Hamlet – Celeste Abjornson/AVM present. No report.
 - e. Kingswood – Sandy Schoonmaker/VM present. No report.

- f. Saddleworth – Tom Harrison/VM present. Held block party for neighborhood-very successful. About half the residents attended. Pavilion was a perfect setting. Parking issues discussed as well as dog owner issues.
- g. Turnberry – No representative present.
- h. Windsor – Paul Panikowski/VM present. Still looking for an AVM.

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.

- a. Proposed Amendment to BPARCs, Section 2.22 Driveways was tabled
- b. 8132 Old Tramway – ARC application for driveway expansion was discussed and options considered. ARC does not feel it would look right. Jim suggested an alternative. Fairway to notify owner that the ARC will review again at 2/28/22 meeting.

9. Isles of Baytree – Joann Wagner reported the Brevard Zoo fence has been repaired. They have amended their Bylaws that new owners cannot lease their home the first year of ownership. Annual meeting in April. Jackie Curley advised Joann that their landscapers are dumping in the preserve at the Isles entrance.

10. Unfinished Business-

- a. Maureen Ksiez (pronounced Keys) has volunteered to take over the Newsletter. Her goal is to provide value to owners new and old-Positive, upbeat and informative. Please submit all articles and ideas to Maureen.ksiez@gmail.com
- b. Mission Statement-Bob presented a few submissions from the board. Jackie motioned to accept as written below, second by Nick. Motion carried unanimously:

11. New Business -

- a. Proposed amendment to the Bylaws, Article VI, Section 3. Qualifications for Election, discussions took place and decided to add "...unless approved by the Voting Members" instead of removing the entire sentence. Mike motioned for the Voting Members to vote on the revised wording as stated. All voted in favor of the amendment as stated. Motion carried unanimously. See attached amendment.
- b. Board member nominations-Bob, Jackie and Nick's terms are up this year. Art motioned to accept the nominations, second by Mike. Motion carried unanimously.
- c. Parking issues – Residents parking on street overnight, contractors parking against traffic. CDD has asked the security company if they could provide a drive through of the community, twice per month-between 2am-7am for parking violations. Discussions took place. Jackie suggested a note be placed on the windshield. Rick reported that he gave the guards 600 copies of a flyer to hand out to contractors to park in the direction of traffic.
- d. Due Process-Board to give Bob authority to negotiate fines for the upcoming court date for 462 Birchington and pending date for 7997 Bradwick. Jackie motioned to give Bob the authority to negotiate fines at his discretion, second by Nick. Motion carried unanimously.
- e. Fine was rescinded for 7971 Old Tramway due to errors made regarding change of mailing address, which caused all notices to be returned to Fairway.
- f. Properties in non-compliance – There were none to report.

12. Items from the Floor –

- a. Jackie advised that the Baytree Living Magazine will now have classified ads.
- b. Sue Frontera/Social Committee Chair reported that she is working on the next event for Sunday, April 3, 2022 from 2:30-5:30pm. Performance from an electric violinist. Location to be announced. May have 1 or 2 food trucks, will be bring your own chair and BYOB. Sue is also working with Brevard Zoo to hold an informative, adults only, get together at the lodge the end of May/beginning of June. The Zoo is building a new Aquarium.

13. Adjournment- Being no other business before the Board, meeting was adjourned at 3:07pm.

Minutes Prepared by:
Paula Matthes, LCAM
Fairway Management

MISSION STATEMENT

“To preserve and enhance owner’s property values and quality of life in concert with all partners as advocates for general well-being, welfare, safety, security and prosperity of all in the Baytree Community with full coordination and cooperation with the Baytree Community Development District (CDD) and the Baytree Golf Course.”

Approved revision to the Baytree Community Association Bylaws on 2/14/22

Article VI – Election of Board of Directors

Section 3. Qualifications for Election. All Directors shall be Members and shall not have to be a Voting Member. No more than two Directors shall be from any one Neighborhood, unless approved by the Voting Members. All Directors shall be Members of good standing within the Association and shall not also hold office as a Neighborhood Voting Member or Alternate Voting Member, or a CDD Supervisor or employee. Once elected as a Director, Members serving as a Voting Member or Alternative Voting Member must resign from the respective Neighborhood elected office. A Voting Member or Alternate Voting Member, when nominated for election as a Director, shall refrain from voting in the general election. There shall be no more than one Director, CDD Supervisor, Voting Member, or Alternate Voting Member elected from any one household. Association Directors are expected to possess a working knowledge of the Governing Documents.

MISSION STATEMENT

PRESIDENT'S REPORT

Feb. 14, 2022 BCA Meeting

From my attending the Feb. 2nd CDD meeting:

- I noted that we are never happy to issue fines to homeowners – but will do what is necessary to protect all homeowner property values.
- I requested permission to add a “Deed Restricted Community” to the existing Baytree signpost just prior to the main gate. The CDD said they would take care of posting that.
- After the meeting ended, I was introduced to Maureen Ksiez by Sandy Schoonmaker. Maureen has volunteered to head our efforts to get our next newsletter published and mailed as soon as possible.

I received an email from Dee Waldron, the Balmoral VM, stating that she feels we need to re-examine all our Bylaws for possible updating and not just the one currently under consideration. That’s a big task – but if the VM’s would like to meet and come to the Board with specific proposed changes, we are open to that. Of course, any changes we propose would have to go to our attorney before we could proceed to a vote.

The remainder of my report is essentially covered in the items on our agenda.

Bob Eksten

**BAYTREE COMMUNITY ASSOCIATION
BOARD MEETING FEBRUARY 14, 2022
TREASURER'S FINANCIAL REPORT**

This financial report is based on the year-to-date (Y-T-D) financial statements for the period ending December 31, 2021.

• **Profit and Loss/Budget Performance**

- Y-T-D Income totaled \$50,572.40 compared to a budget of \$46,295.00 resulting in a favorable Y-T-D variance of \$4,277.40. This variance is primarily the result of income derived from penalties assessed for violations of BCA BPARCS and Social Events Income for which no budget was established.
- Y-T-D expenses totaled \$78,922.17 compared to a budget of \$46,295.00 resulting in an unfavorable variance of \$32,627.17. This unfavorable variance to budget is resulting from the \$33,000.00 contribution to the CDD for the installation of playground equipment at the pavilion area for which there was no budget established. Adjusting for this expenditure and offsetting social events expense with \$1,113.00 of income from those events the expense comparison to budget is favorable by \$1,485.83.
- Y-T-D Net Income/Loss totaled \$(28,349.77) compared to a budget of \$0.00 resulting in an unfavorable variance of \$(28,349.77). This amount is the net effect of favorable variances in income and an unfavorable variance in expenses. Adjusting for the CDD contribution results in a favorable variance of \$4,650.23.

• **Balance Sheet**

- All bank accounts for the BCA are maintained at Union Bank with the following balances as of December 31, 2021; Operating Account = \$49,350.10 and Money Market Account = \$27,064.39 totaling \$76,414.49. This represents a decrease in cash since the last Board meeting of \$16,118.32 and an annual decrease of \$13,505.26. It should be noted here that \$22,345.94 of 2022 homeowner assessments was paid in 2021 and is reflected in the cash balance.
- Accounts Receivable at December 31st stands at a minus \$17,245.34 which is net of prepaid annual assessments in the amount of \$22,345.94. After adjusting for the prepaid amounts, the accounts receivable balance at the end of the year is \$5,100.60 of which 5,005.00 is over 90 days aged.
- Accounts Payable at December 31st stands at \$3,076.00 which reflects accrued expenses for the period ending December 31st that will be paid in a future period.
- Other Current Liabilities at December 31st stands at \$50.00 and represents ARC deposits.

In summary the BCA closed out the year 2021 with 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 on February 14,2022.

**BAYTREE COMMUNITY ASSOCIATION
BOARD MEETING FEBRUARY 14, 2022
TREASURER'S FINANCIAL REPORT**

This financial report is based on the one-month period ending January 31,2022.

• **Profit and Loss/Budget Performance**

- Income for the month totaled \$44,046.15 which is derived mainly from annual homeowner assessments. The budget for the month is \$49,111.63 resulting in an underrun of budgeted income of \$5,065.48.
- Total expenses for the month were \$1,783.38 compared to budget of \$4,029.96 resulting in an underrun of \$2,246.58. This is the result of timing differences of annual expenses.
- Net income for the month totaled \$42,262.77 compared to budget of \$45,061.67 resulting in an underrun of \$2,818.90.

• **Balance Sheet**

- Operating Account = \$62,290.72 and Money Market Account = \$27,065.54 totaling \$89,356.26. This represents an increase in cash of \$12,941.77 since December 31, 2021 as we continue to collect annual assessments and a decrease of \$3,176.55 since the last Board meeting.
- Accounts Receivable at January 31,2022 stands at \$8,999.66 which reflects the remaining balance of annual assessments of \$4,205.00 and aged receivables of \$5,100.60 offset by overpayments of \$305.94.
- There were no recorded accounts payable for the month of January.
- Other Current Liabilities remains at \$50.00 and represents ARC deposits.

This report was presented to the Baytree Community Association Board of Directors at its regularly scheduled meeting on February 14,2022.