

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
December 7, 2017
Bay Tree National Golf Course

1. **Called to Order-** Meeting was called to order by the President, Wayne Wilkerson, at 11:04 am.
2. **Pledge-** The Chair led the group in the Pledge of Allegiance to the United States of America.
3. **Roll Call-** All Directors Present: Wayne Wilkerson, Phil Ruhlman, Janice Hill, and Richard Mather. Jim Kenney, Fairway Management.
4. **Proof of Meeting Notice** -Posted at Community gates 48 hours in advance of the meeting.
5. **Approval of Minutes-** Motion was made by Jan, second by Phil, to waive the reading of the minutes of October 3, 2017. No discussion, motion passed unanimously.
6. **Reports of Officers:**
 - a. **President:**
 - Wayne reported that the proposal for the Pavilion has been reviewed and all are in favor of the project. Proposal has not been signed yet.
 - The Movie/Food Truck night was successful, over 150 in attendance.
 - b. **Treasurer-** Jan reported that the cash position for Baytree Community as of November 30, 2017, was \$194,467.43 vs. 204,517.84 in August.
 - c. **Secretary-**Phil had nothing to report.
 - d. **Director:**
 - Richard announced that Sandy Schoonmaker is retiring as ARC Chair the end of January 2018. Richard thanked her for all her hard work.
 - Richard motioned to approve Rick Brown to take over chair. Rick is also on the Due Process Committee. Second by Jan. Motion carried unanimously.
 - Richard also motioned to approve Brian Iten to take Rick's vacated position on the ARC committee. Second by Phil. Motion carried unanimously.
 - Richard thanked all the Voting Members for their hard work this year. He wanted to thank all the homeowners for the cleanup after the hurricane and their continued efforts.
7. **Committee Reports:**
 - a. **Architectural Review-**Sandy proposed a new ARC guideline be approved regarding tree trimming. Discussions had regarding the wording. New guideline "4.6.7.5 : C: Tree trimming" will read:

Excessive pruning of more than 25% of the tree's canopy (i.e. hat-racking, topping, etc.) and other activities (i.e. trunk girdling, excessive root cutting, use of tree-killing chemicals, etc.), which results in the effective destruction of a tree constitutes a violation of the guidelines.

Richard motioned to accept the revised wording. Second by Phil. Motion carried unanimously.

8. Unfinished Business:

- a. **Pavilion** – Jan reported that the Request for Proposal was sent to several vendors on November 15, 2017. Once received all proposals will be reviewed.

9. New Business

- a. Due Process:
 - 211 Ashbourne – Tree removed, No ARC application has been submitted. Richard motioned to fine \$25/day, second by Phil. No discussion. Motion carried unanimously.
- b. 2018 Budget Approval – Janice presented the 2018 BCA Budget and the carry forward of the excess funds in the operating account to offset next year's assessments. Discussed funding of the Pavilion and the capital surplus. Phil motioned to approve budget, second by Richard. Motion passed unanimously.
- c. Robert Schools of 8006 Linford, appealed to the board regarding the hardwood tree requirement by the ARC. Sandy explained the ARCs position, Mr. Schools explained the issues in his front yard. Board discussed the hardwood tree requirements. Wayne asked the board to vote on whether to uphold the ARCs decision. Vote passed 3-1 (Richard agreed to uphold) to grant Mr. Schools' appeal to not require the hardwood tree in his front yard.
- d. 2018 Meeting schedule – Quarterly BOD meetings have been scheduled for Fridays at 1pm on January 12, April 20 (Annual), July 20, October 26, and December 7 (Budget). Jan scheduled the budget review meeting with the VMs for November 16, 2018. Schedule to be posted to website. Motion by Richard to approve dates, second by Jan. Passed unanimously.

10. Items from the Floor- Dick Bossler of 8015 Kingswood questioned one home on Kingswood.

11. Adjournment- Being no other business before the Board, meeting was adjourned at 12:40 pm.

Minutes Prepared by:
Paula Matthes, LCAM
Fairway Management