

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 6, 2017
Bay Tree National Golf Course

1. **Called to Order-** Meeting was called to order by the President, Wayne Wilkerson, at 1:05 pm.
2. **Pledge-** The Chair led the group in the Pledge of Allegiance to the United States of America.
3. **Roll Call-** Directors Present: Wayne Wilkerson, Richard Mather, Janice Hill, and Phil Ruhlman. David Taylor not present. Jim Kenney, Fairway Management.
4. **Proof of Meeting Notice** -Was posted at Community gate 48 hours in advance of the meeting.
5. **Approval of Minutes-** Motion was made by Phil, 2nd by Richard, to waive the reading of the minutes of December 5, 2016. No discussion, motion passed unanimously.
6. **New Business**
 - a. Fining update:
 - 10/24/16 11 violation fines imposed, 7 valid at fining. 4 have been invoiced, 1 waived and 2 still valid.
 - 12/5/16 4 violation fines imposed, 3 complied, 1 submitted ARC. No fines.
 - b. Due Process:
 - Two (2) properties were sent to the board to vote on fining those who have not come into compliance:
 - 8173 Old Tramway – Repair/replace dead grass areas, Remove roof tiles and landscape bricks, Repair rusted back garage door, Repair pool screen and pool screen structure. Richard motioned to fine \$100/day on the pool screen and structure, \$25/day for other 3 violations. 2nd by Phil. No discussion, motion passed unanimously.
 - 8009 Glastonbury – Clean/paint exterior of house. Richard motioned to fine \$50/day, 2nd by Phil. No discussion, motion passed unanimously.
 - c. Richard asked that the VMs remind homeowners to not park vehicles on the street overnight (2am-7am), to not park vehicles blocking sidewalks, to not park vehicles on the grass, and that commercial vehicles are not permitted. Homeowners are to report parking issues to Fairway Management when witnessed.
 - d. Richard asked that the issue of minor non-matching roof tiles be removed from violation and a letter be sent to the homeowners explaining that the board would not be fining but ask that when future work is done to please address the issue. Discussion was had to define a guideline to be used in the future.

- e. Barbara Hudson will be leaving the ARC Committee the end of January and the vacancy needs to be filled. Homeowners interested are to contact Sandy Schoonmaker with their length of residency in Baytree and their qualifications. Wayne to post on Info Link.
- f. Janice reported that the Engagement Letter for the new attorney, Robert Manning from Pastore & Dailey has been signed.
- g. Wayne introduced Jerry Darby from 1123 Balmoral to be considered for Balmoral VM. Motion made by Janice, 2nd by Richard. Janice mentioned that the previous VM has been out of communication for some times now. Motion passed unanimously.

7. Items from the Floor

- a. Sue Kirwan asked that all Alternate VMs be emailed with board meeting information. Fairway Management to implement immediately.
- b. Tree trimming at the street was questioned, as well as tree removal by the CDD. The board has tabled this discussion for the next board meeting on February 3, 2017.

8. Adjournment- Being no other business before the Board, meeting was adjourned at 1:32 pm.

Minutes Prepared by:
Paula Matthes, LCAM
Fairway Management