

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

Board of Directors Meeting Minutes
May 22, 2017
Baytree National Golf Course

1. **Called to Order-** Meeting was called to order by the President, Wayne Wilkerson, at 12:04pm.
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, Janice Hill, Richard Mather and Phil Ruhlman. 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 Richard, 2nd by Jan, to waive the reading of the minutes of February 3, 2017. Minutes are posted on the website after approved. Motion passed unanimously.
6. **Reports of Officers:**
 - a. **President-** Wayne commented that the board met with attorney, Rob Manning today to discuss fining and board enforcement of fines. Benches on Baytree have been installed. Wayne presented a letter to have the board and VMs sign thanking the CDD for the cooperation between the two boards. Jan motioned to approve the letter, 2nd by Phil. After some discussions, motion passed unanimously.
 - b. **Treasurer-** Janice reported that the cash position for Baytree Community as of April 30, 2017, was \$189,990. Taxes were filed. There is a CD coming due soon for \$62,803.73. Jan motioned to not renew the CD until the pavilion cost is determined, 2nd by Richard. The CDD's attorney is drawing up an agreement regarding the pavilion.
 - c. **Secretary-**Phil reported that the Special Projects committee has been formed.
7. **CDD Update** - None
8. **Architectural Review Committee-**Sandy Schoonmaker reported that there have been some properties doing work without ARC approval. The ARC works with the owners and reviews applications after the fact to have the approvals on file.
9. **Unfinished Business** - None
10. **New Business:**
 - a. 250 Baytree – Discussed self-help option to remedy lawn/landscape violations. Richard reported that the irrigation is off and the grass is dead, however, it is being mowed. We need to address the weeds and have the trees trimmed. Richard motioned to allow Fairway to send the self-help letter to the owner and to take action to handle the violations up to \$1,000. Second by Phil. After some discussions motion passed unanimously.
 - b. 912 Balmoral – Home is vacant/abandoned per sticker/sign on front door. Richard reported that they are on the violation list and will go through the process to Due Process when/if time runs out. Fairway asked to send next notice via certified mail.
 - c. Due Process:

--Eight (8) properties were sent to the board to vote on fining those who have not come into compliance:

- 903 Balmoral – Repaint front and side walls which have been touched up with non-matching paint. Richard motioned to fine \$25/day, 2nd by Phil. No discussion, motion passed unanimously.
- 1133 Balmoral – Clean/paint mailbox. Richard motioned to fine \$20/day, 2nd by Phil. No discussion, motion passed unanimously.
- 300 Baytree – Trim dead palm fronds. Richard motioned to fine \$50/day, 2nd by Phil. No discussions, motion passed unanimously.
- 425 Baytree – Clean sidewalk. Richard motioned to fine \$50/day, 2nd by Phil. No discussion, motion passed unanimously.
- 409 Berwick – Remove shed from view/property. Installation over the weekend of an arbor was discussed. Richard motioned to fine \$50/day, 2nd by Wayne. Motion passed (3-1) Phil against.
- 440 Birchington – Replacement plan to install two hardwood trees. Richard motioned to fine \$50/day. 2nd by Phil. No discussion, motion passed unanimously.
- 8020 Daventry – Remove prohibited vehicle in driveway. Richard motioned to fine \$50/day, 2nd by Phil. Discussions took place. Motion carried unanimously.
- 8018 Glastonbury – Remove above ground pool/spa from property. Richard motioned to fine \$50/day, 2nd by Phil. Motion carried unanimously.

11. Items from the Floor- Richard asked the board to discuss the severely cut tree at 8000 Linford. Discussions had about the improbability of the tree flourishing again. The consensus was that the tree will not grow back to its normal appearance. The board finds it unsatisfactory and Richard motioned to have Fairway to contact the owner to get a plan to remove the tree and replace. Second by Phil. Motion carried unanimously.

12. Adjournment- Being no other business before the Board, meeting was adjourned at 1:04pm.

Minutes Prepared by:
Paula Matthes, LCAM
Fairway Management