

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

Board of Directors Meeting Minutes
October 3, 2017
Baytree National Golf Course

1. **Called to Order-** Meeting was called to order by the President, Wayne Wilkerson, at 11:02am.
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 Phil, 2nd by Richard, to waive the reading of the minutes of May 22, 2017. Motion passed unanimously.
6. **Reports of Officers:**
 - a. **President-** See attached report from Wayne.
 - b. **Treasurer-** Janice reported that September financials were not yet available. The asset balance as of August 31, 2017 was \$204,517.84.
 - c. **Secretary-**Phil had no activity to report.
 - d. **Director-**Richard Mather announced that violation inspections have been postponed until November 2, 2017 to allow time to clean up after Hurricane Irma. Due Process procedures were reviewed and he reminded that they are on the website. Tree removals do require an ARC application and require the property to be brought up to code. Guidelines for trees are also listed on the website.
7. **CDD Update** – None
8. **Committee Reports:**
 - a. **PRC-**Martha Scholz reported the last movie night was successful and announced the next movie night will be November 3, 2017, on the driving range starting at 5pm. Food trucks have also been arranged by Francisca Mariani, who also proposed to the board having postcards mailed out and stick signs placed around the community. Phil motioned to allow up to \$1,000 for these efforts. 2nd by Jan. Motion passed unanimously. Ms. Mariani also reported that the October edition of the Baytree Magazine is going out to residents in batches this month.
 - b. **ARC-**Sandy Schoonmaker explained the procedure for damaged trees due to the hurricane; an ARC application is still required but the fee is being waived. Standard ARC procedures will still apply to roof damage.
9. **Unfinished Business** – Pavilion contract was reviewed by the board. Jan worked with the CDD and both association attorneys to draw up a comprehensive contract. Jan motioned to proceed with the contract, 2nd by Richard. Motion carried unanimously.
10. **New Business:**
 - a. Windsor VM, Tom Deppe is resigning. Brian Iten volunteered and named Michael Sherbin as a second volunteer. A meeting will be held for the Windsor neighborhood to vote in their new VM and AVM.

- b. 8152 Old Tramway – Shena and Steve Scott were in attendance to appeal to the Board regarding the fine imposed to them. The Board reviewed all the information provided by the owner and Fairway Management. Mrs. Scott and Mr. Scott spoke. John Geiger/Arundel VM, also spoke. Discussions were had between the Board and homeowners. Wayne asked the Board to motion if all the procedures were not followed. No motion made. Wayne stated that the fine stands.
- c. 903 Balmoral – Owner sent an appeal to the board. Richard motioned to allow the homeowner time for the situation to be corrected and have the board review again in six months. 2nd by Phil. Motion carried unanimously. Fairway to notify owner.
- d. Due Process:
 - Four (4) properties were sent to the board to vote on fining those who have not come into compliance:
 - 962 Balmoral – Clean sidewalk. Richard motioned to fine \$50/day, 2nd by Phil. No discussion, motion passed unanimously.
 - 462 Birchington – Repair/replace dead grass. Richard motioned to fine \$25/day, 2nd by Phil. No discussion, motion passed unanimously.
 - 8005 Kingswood – Clean driveway, Clean sidewalk all around property. Richard motioned to fine \$50/day, 2nd by Phil. Motion passed unanimously.
 - 8000 Linford – Remove severely cut tree. Richard motioned to fine \$50/day, 2nd by Phil. Discussion to allow owner 14 days to advise date contractor can schedule work. Motion passed unanimously.

11. Items from the Floor- Richard Schoonmaker brought up the drainage issues in the community and asked the board to discuss with the CDD. Wayne advised he would attend the October 4, 2017 meeting and discuss.

12. Adjournment- Being no other business before the Board, meeting was adjourned at 1:11pm.

Minutes Prepared by:
Paula Matthes, LCAM
Fairway Management