

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

Board of Directors
Meeting Minutes
July 11, 2016
Bay Tree National Golf Course

1. **Called to Order**- Meeting was called to order by the President, Wayne Wilkerson, at 5:00 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 Mathers (via phone), Jan Hill, and Dave Taylor. Phil Ruhlman excused. Jim Kenney, Fairway Management.
4. **Proof of Meeting Notice** -Was posted at Community gate 48 hours in advance of the meeting.
5. **Recognition of Visitor**- Mike Gooden, New GM for Bay Tree National Golf Course, introduced himself to the Board. Mike was asked about the condition of the lake on the 5th fairway. It has a lot of algae growth floating on top. He said he will check into it
6. **Approval of Minutes**- Prior to approval, Jan Hill read the Treasurer's report which was omitted from the Annual Meeting Minutes. The following was included:
 - a. Current Assets as of March 31st was \$205,030.74
 - b. Davies, Houser & Securest filed annual tax return for the Association and completed the Compiled Annual Financial Report.
 - c. Discussion at the last meeting needing Board action
 - i. The amount of funds needed to be held in reserves
 - ii. The amount of funds needed to be held to develop interactive website.
 - iii. Which banks will hold the funds for these specific projects?
 - iv. The timetable on how to use excess funds.
 - v. Will we collect or reinvest the \$62,000 CD coming due in May

Motion was made by Dave, 2nd by Wayne, to waive the reading of, and approve with corrections noted, the minutes of April 29th Annual Meeting. No discussion, motion passed unanimously.

7. **Reports of Officers**
 - a. **President**- Wayne announced that Sue Kerwin was voted to be the Voting Member for Turnberry. Rick Brown had been voted as the Voting Member for Hamlet. Barbara Fradkin as a new member to the Newsletter Committee. Wayne also announced that the Due Process Committee will need a new member as one had to leave due to her husband being appointed to the Board. Jan indicated she may know of someone willing to volunteer.
 - b. **Vice President**- No Report

- c. **Treasurer-** Jan reported that the cash position for Bay Tree Community as of June 30, 2016 was \$172,731.90. A review was done of the June, 2016 financial reports that were emailed to the Board prior to the meeting.
 - d. **Community Development District-** No Report
 - e. **Architectural Review-** Hope to have the color book published as soon as possible. Richard Mather commented that the new processes with Fairway Management are working smoothly.
 - f. **Due Process Committee-** Jim Kenney explained the process of violation enforcement. Wayne expressed his desire to have the (3) properties taken care of expeditiously and that they were done right. Rick Brown, 8022 Old Tramway, asked for clarification o the process as it relate to the ARC.
8. **Unfinished Business**
- a. A motion was made by Wayne, 2nd by Jan, to seek clarification from attorney on how the BCA can expend funds for a proposed gazebo. Wayne, as the Board designated liaison to the Attorney, will make the inquiry. Motion passed unanimously after a short discussion.
9. **New Business**
- a. Wayne made a motion, 2nd by Dave, to formerly appoint Barbara Fradkin, 8015 Bradwick Way to the Newsletter Committee. Motion passed unanimously.
 - b. New Due Process Member- Both Jan and Rick may know of someone. They will report back to the Board.
10. **Items from the Floor-** None
11. **Next Meeting-** TBA
12. **Adjournment-** Being no other business before the Board the meeting was adjourned at 6:15 pm.

Minutes Prepared by:
Jim Kenney, LCAM
Fairway Management