

# **BAYTREE COMMUNITY ASSOCIATION, INC.**

## **MINUTES OF BOARD OF DIRECTORS MEETING**

**October 8, 2014**

### **Call to Order:**

The Board of Directors met at the Golf Course Clubhouse on October 8, 2014. President David Taylor called the meeting to order at 3:06 p.m.

### **Directors Present:**

The Board of Directors present were: David Taylor, Ray Knight, Darrell Goolden and Phil Ruhlman. Marie Thibodeaux was also present representing Bayside Management Services (BMS). Janice Hill was absent.

### **Proof of Notice:**

Proof of Notice was posted in compliance with Florida Statutes.

### **Minutes:**

A motion was made by Phil and seconded by Ray to approve the meeting minutes of September 16, 2014. This motion was carried unanimously.

### **Officer Reports:**

**President-** Dave reported that Darrell had resigned a few weeks ago in haste but rescinded his letter to be back on the board. He also noted there as a kick off meeting with the VMS to update the BPARCS with fences, driveways, flags, garage sales, height of hedges being the main issues for change. Also discussions will be made regarding a non-refundable ARC fee. He noted the Sheriff was still doing investigations on the damage to the golf course.

**Treasurer** –Management went over the September financial statement noting their balances. A budget workshop with the VMS will be scheduled in November to review the proposed 2015 budget.

**CDD Report:** Mel Mills reported that there was a new Supervisor, the golf course has renovated the greens and the clubhouse has been painted. He noted that Waste Management would no longer pick up trash if the CDD doesn't trim the trees, which are being worked on. He also noted there were guard changes, the monuments are being worked on, a new street light on Balmoral is being added and bids are being solicited on parking pads for the guard's cars. The CDD has spent money on Christmas decorations at both entrances and installed up lights on the trees at the entrance. The pool will be resurfaced in January/February, no floods have been reported with all the rains and a camera is being installed inside the guardhouse to monitor the guards.

### **Committee Reports:**

**Due Process (DPC)** - Management reported there were no pending issues for DPC.

**Professional Review (PRC)** – Ray stated he was going to work with Darrell for ARC automation.

**ARC** - Dave stated he will work on the process of ARC paperwork with logging in accounts and noted the job description needed to be updated.

**By-Laws** – Phil stated that he has reviewed all the Documents and submitted recommended changes on how to find items on the website in order to make it more user friendly.

**Community Relations** – Jan was absent. No report. Donna will look into the Christmas decorations to see what's needed.

**Website** –Rick stated he was having issues with the current provider. Dave stated we needed a process with working through the website.

**Unfinished Business:**

**ARC Automation and ARC Manager Statement of Work-** Dave stated the ARC Manager job description needs to be updated by the end of next week

**VM Appointment** –Jan absent.

**New Business:**

**Next Meeting-** The Board will check their schedules for a November and/or December date to approve the budget.

**Questions from the Floor:**

- D. Matadial asked who has the disk on the ARC files that was copied. Phil went into detail on automatic storage.
- E. Rizotti feels the owners should know the process for any changes being made to the BPARCS.
- B. Eksten stated that owners should have copies of all Documents to understand the process on changes being considered in order to protect property values.
- S. Kirwin stated the Documents state how changes can be made and how they are amended.

**Adjournment:**

A motion was duly made and seconded to adjourn at 4:05 p.m.

These minutes were taken by Marie Thibodeaux, BMS.