

BAYTREE COMMUNITY ASSOCIATION, INC.

MINUTES OF BOARD OF DIRECTORS MEETING

September 8, 2015

Call to Order:

The Board of Directors met at the Golf Course Clubhouse on September 8, 2015. President Wayne Wilkerson called the meeting to order at 3:12 p.m.

Directors Present:

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

Proof of Notice:

Proof of Notice was posted in compliance with Florida Statutes.

Minutes:

A motion was made by Phil and seconded by Jan to approve the Board meeting minutes of June 9, 2015. This motion was carried unanimously.

Officer Reports:

President- Wayne stated that he had a few issues to bring up with paint colors and the fence issue. The Board decided to appoint 2 committees, which Adriane Parish volunteered to be on and to chair them both. He met with them twice and most agreed to all of the recommendations, which they looked at the colors of the roofs to make sure the paint colors would blend.

He also thanked Susan Bell for putting all the files together in the storage room and there are still 2 stacks to be shredded.

He also stated that Management will discuss the on-going violations with DPC issues and that they have 2 property management companies to interview toward the end of the meeting.

Treasurer – Jan went over the July financial statement and noted the balances in the accounts, noting we're \$11,000 ahead of budget. She verified with the bank that all paperwork is in order. She also reported that the CPA has reviewed the accounts and did not feel there was a high level of concern. The biggest concern has been the ARC deposits, which the ARC committee has been working on to reduce old deposits from builders.

Committee Appointees:

Ratify ARC Appointee- A motion was made by Darrell and seconded by Phil to ratify the approval of adding Adriane Parish to the ARC committee. This motion was carried unanimously.

Ratify Fence and Paint Committee- A motion was made by Wayne and seconded by Jan to ratify the approval of the fence and paint committee, with Adriane Parish chairing both committees. This motion was carried unanimously.

CDD Information:

Maria Hernandez, CDD chair, reported on the following: the pool and restrooms are currently being refurbished and swimming lessons will start soon. She noted that all taxes have been collected and there will be no increase in the budget. Sandy Schoonmaker also gave an update on the SCCU landscaping project that she's working on with Mel Mills, CDD Supervisor.

Unfinished Business:

BPARC Changes to Fences and Paint Colors:

Fences- Adriane Parish recommended the attached guidelines on fences. Phil stated that we need to look at the old wording to add that 10-15 gallon shrubbery should be planted to hide the fence. It was noted that prior fences are grand fathered in but any new fence would have to comply with the new rules and ARC guidelines. A motion was made by Phil and seconded by Wayne to approve the fences only as submitted. This motion was carried unanimously.

Paint Colors- Adriane Parish stated the committee reviewed how colors are submitted and have come up with pre-approved colors in a book form. She stated the ARC chair and VMS would have the book. Owners will need to submit an application but doesn't have to wait for approval and can start painting as long as it's a pre-approved color. Discussion about waiving the \$25 application fee if a pre-approved color was submitted. Any custom color an owner would want to have would have to submit a paint sample and wait for approval. A motion was made by Jan and seconded by Phil to approve the Paint Committee's recommendation with pre-approved colors as attached. Any owner that submits their application with a pre-approved color would not have to pay the \$25 application fee. Any custom color paint not provided in the paint book would have to be approved by the committee and the owner will pay the \$25 non-refundable application fee. This motion was carried unanimously.

VM for Balmoral – Jan stated that no one has still volunteered for this position.

New Business:

The agenda for the meeting has been moved around to accommodate most of the urgent business that needs to be taken care of, since the golf clubhouse may have to close, due to severe weather conditions.

Interview of Management Companies:

Wayne reported that Dave's PRC committee (who was absent) was responsible for the bidding out of contracts to obtain the best-cost value for the Association. 2 Management Companies have been given preliminary specifications to propose costs for management but it is noted that Dave is in the process of finalizing an RFP that both companies as well as Bayside Management will give final proposals on. Fairway and Leland Management gave their presentations to the Board at this time. It is noted that Bayside Management stepped out of the room while these presentations were being presented. After they left, the Board had no action at this time since the PRC was still in the process of finalizing the RFP.

Committee Reports:

ARC- Susan Bell stated that 5 builders have been mailed letters on refundable deposits, which 3 of them are out of business. There will be approx. \$10,500 in deposits that will end up being forfeited.

She also reported that the ARC had 48 applications this month that's been reviewed. There's been 175 applications reviewed since January and they have had 98 final inspections. They have approx. 10 projects on the books now that are being reviewed.

Community Relations- Beth had no report.

Website- Rick stated the ARC application and BPARCS have all new changes that need to be updated. Phil stated he would get this done.

By-Laws- Phil stated that the VMS would need to meet for changes to the Declaration now that changes to the BPARCS have been approved.

DPC- Management reported that 364 letters on violations have been mailed since August. At this time, 5 ½ out of the 8 are not completed right now out of 72 letters sent in July, which are ready for the DPC. 67% or 48 owners haven't complied from August, mostly with sidewalks and driveways due to the 3 months of rainy weather. Due to the amount of non-compliance, Management suggested sending these 48 owners a 2nd notice giving 10 days to comply or it goes to DPC. This will also give the DPC time to set up for meetings and give the owners a 2nd chance.

During discussion, it was suggested that perhaps the cleaning of sidewalks and driveways not be done on inspections during hurricane season. A motion was made by Wayne and seconded by Phil to send those owners in non compliance a 2nd notice giving them 20 days to correct due to weather conditions. This motion was carried unanimously. Phil suggested that a seasonal concept for inspections be reviewed.

VM Budget Workshop- Jan stated she would get some available dates for the VMS to have a budget workshop in October.

Questions from the Floor: None.

Adjournment:

A motion was duly made and seconded to adjourn at 5:05 p.m.

These minutes were taken by Marie Thibodeaux, BMS.