

**BAY HOUSE COUNCIL OF CO-OWNERS, INC.  
ANNUAL MEETING MINUTES  
SATURDAY, SEPTEMBER 25, 2021**

The annual meeting was held at Drifters Resort in Rockport on Saturday, September 25, 2021.

Board President Lizz Salmon established that there was a quorum and a motion was made to call the meeting to order by Carol Anderson, seconded by Lawson McDowell, vote was taken and passed unanimously. There was a total of 81 votes, including proxies, with 24 units in attending in person and 24 units attending via Zoom.

**DIRECTORS PRESENT:** Lizz Salmon, Carol Anderson, Lawson McDowell, Becky Farnsworth, Dorothy Rhoades, Gail McClanahan, Howard Stridde, Shaun Blackmon, Terry Hect

**DIRECTORS ABSENT:** None

Lizz opened the meeting with introducing the Board and their spouses and welcoming 19 new owners.

In addition, we lost 1 of our owners who passed: Carrol Lake, #1905

**MINUTES**

A motion was made to approve and accept the minutes of the annual meeting held on September 26, 2020 by Dorothy Rhoades, seconded by Howard Stridde, vote was taken and passed unanimously.

**FINANCIAL REPORT**

Lawson McDowell introduced the leadership team assigned to oversee the Association's financial direction. He expressed appreciation to Office Manager Pam Garrett and members of the finance committee, including Gail McClanahan, Noel Byrne, and Lynn Renaud for their assistance and guidance.

Lawson then presented the annual independent audit of revenues, expenses, and cash flows. He paraphrased the auditor's conclusion that the financial statements fairly represent Bay House's financial position. Lawson then reviewed highlights of the financial reports including account balances, budget performance, and the budget for the 2021-2022 fiscal year. He added that Bay House is well-positioned for the current year, including funding plans for the anticipated completion of reconstruction and the deck replacement project.

He concluded by summarizing plans to replace older office equipment, streamline procedures, and update capital asset planning and reserve analysis.

## **ELECTION OF NEW BOARD OF DIRECTORS**

We have 3 openings for the Board of Directors to serve a 3 year term and 1 opening for a 2 year term due to the resignation of a Board member. Lizz introduced the nominees running for the Board of Directors:

Carol Anderson - #2101  
Lawson McDowell - #2707  
Gail McClanahan - #1505  
Bonnie Gilson - #1503  
Troy Bolton - #2403  
Jeff Vernier - #1807

The results of the election were: Carol Anderson, Lawson McDowell, Gail McClanahan, and Bonnie Gilson.

Lizz recognized Becky Farnsworth for her work as a Board member and that she is going to continue with supporting the website.

### **Manager's Report**

Ed Naranjo reported on the many projects he and the guys did throughout the year including but not limited to: Rotten wood; HOA punch list for the exteriors; spraying for sticker burrs; cracks in the pools; water leaks and water line breaks; caulking and painting all windows; front entrance sign; removing 21 dead palm trees; supervising the insulation and strapping project that Roadrunner did not do and/or complete; getting water and electric to the docks on Canoe Lake. A question and answer period followed.

### **Roadrunner / construction closeout**

Carol Anderson reported that the Board is getting closer to closing out with Roadrunner but there were still some minor issues to be resolved.

### **Landscape Plan Presentation**

Bonnie Gilson presented the landscaping specifications for Bay House. Creation of landscape beds for each building will be initiated by the Association. The beds will be made ready for planting. This will include the installation of a sprinkler system. Prior to any planting, the sidewalks will be enlarged so that parked vehicles will not intrude or cause pedestrians to have to walk in the beds. Existing plants may be left in place only if they do not interfere with the installation of the sprinkler system, intrude against the building, or overflow onto the sidewalk. The budget does not currently provide for plants. Owners have a choice of (1) installing plants at their expense (possibly supplemented), or (2) waiting until such time as the budget will provide the plants. The plants must be added according to the spacing and categories shown on the plan for each building. The Bay House Plant List gives choices within each category. For immediate installation of plants, each owner choosing to do so will be expected to spend up to \$XX on the bed in front of their unit. If the plan calls for a larger-than-normal bed in that area, Bay House will

provide payment in the amount of \$XX per additional square foot. (Normal square footage is xx). Ongoing maintenance of the beds will be provided by Bay House. A question and answer period followed.

### **Deck Committee**

Shaun reported that the project is getting kicked back a few days because of engineer drawings. We have hired an engineer that is going to be a project manager. The purpose for doing so is to get our windstorm certificates for the decks when they are complete. Guy Pfitzner plans are being here with all of his equipment, lumber, etc. on October 11, 2022 and hoping to be done by the end of December. He will start on the 1500 and 1600 building as if they are one building. In that process we are going to level the 1600 building once the deck is pulled off. We need electricity cut, so if you have electricity going to your deck/pier, please get it turned off. Once the deck is ready to be replaced, you will need your electrician to go back in and hook it up. As Guy is rebuilding one building, he will be demoing the next building. Drain pipes will be located under the decks. He will be staging in unmarked parking spaces for the buildings he is working on and will have 2 roll off containers for concrete and wood. A question and answer period followed. Discussion was held regarding leveling of buildings that haven't been done yet which the Board will look into at the October meeting.

### **New Bay House policies approved in June, 2021**

Dorothy reported that everyone was given the latest copy of what used to be called Schedule A of the By-Laws and is now called Bay House Rules, Regulations, and Policies. Everything has been condensed into one document. It has been recorded and includes the standards for piers/docks, lighting, deck standards, etc. There is a summary at the end of the rules that we ask to be posted in your units, particularly if you have a rental unit.

### **Old Business**

There was no Old Business to discuss.

### **New Business**

Lizz stated that we are thinking about having our own official Facebook page. It would just be for updates and information you need to know. You can ask questions which will be answered by the administrator. We are going to try it for a month to see how it goes.

### **Final Comments**

Lizz thanked everyone for this past year while she served as President. She stated there was conflict, etc., but it is necessary to do what is best for all of the complex and not just your personal interest. She left the position as President as she and her husband are moving to Tennessee but will continue to serve as a Director for the remainder of her term and will be back in a year and a half.

There being no further business, a motion to adjourn was made by Howard Stridde, seconded by Tommy Stewart, vote was taken and passed unanimously.

An Executive Session was then called with the new Board to elect officers and set meeting dates.

Respectfully submitted,

Pam Garrett  
Secretary

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