

## **BAY HOUSE CONDOMINIUMS COUNCIL OF CO-OWNERS**

### **BOARD MEETING MINUTES**

#### **Zoom Meeting**

**June 11, 2022**

President Shaun Blackmon requested a motion be made to bring the meeting to order at 1:00 p.m. Said motion was made by Lizz Salmon, seconded by Bonnie Gilson, vote was taken and passed unanimously. Roll was called and a quorum was present.

Directors Present: Shaun Blackmon, Lawson McDowell, Gail McClanahan, Howard Stridde, Lizz Salmon, Bonnie Gilson, Terry Hect

Directors Absent: Carol Anderson, Dorothy Rhoades (Bonnie has their proxies)

Managers: Ed Naranjo, Pam Garrett

Guests: Ed & Sharon Buckle (#2406), David Everhart (#2514), Craig Vriesenga (#1701)

#### **Minutes**

The minutes for the April 9, 2022 were presented and reviewed. A motion was made to accept the minutes as written by Lizz, seconded by Bonnie, vote was taken and passed unanimously.

#### **Agenda**

The agenda for the June 11, 2022 was reviewed. No changes were made.

#### **Guests**

Ed and Sharon Buckle's main concern was with the condition of the complex due to the landscape project and more importantly Pool #1. Shaun stated that Ed and his crew are now cleaning the pools every day. They are also trying to water down the dirt to help keep it from going into the pools. David Everhart suggested that a silt barrier be put around the pools to help keep the dirt/sand out. Shaun stated that we would start on that Monday. David also suggested that photos of the landscape project be put on the owners Facebook so that those owners who rent can decide if their renters would still be willing to stay.

#### **Treasurer's Report**

Treasurer Lawson McDowell began the financial report by acknowledging the ongoing efforts of the Finance Committee and thanking them for their ongoing support and direction. Committee members include Gail McClanahan, Noel Byrne, Shaun Blackmon, Lynn Renaud, and Pam Garrett.

Lawson reviewed the May 31, 2022, financial reports, focusing on account balances and explaining budget overruns. Bay House's cash position has improved over the last month with payments received for two significant delinquencies. Because of the receipts, the Association was able to cancel one foreclosure action and avoid borrowing from the capital reserves account for current operating expenses. He called for fiscal restraint moving ahead.

The budgeting process for FY22-23 has proceeded as planned with recommendations from the Finance Committee and the Directors budget workshop in May. The final budget will be discussed in the Executive session following the open portion of the meeting.

Office modernization is continuing. Today's Zoom meeting is being conducted on Bay House's new laptop. Single pay authority and other banking upgrades continue to work well. There have been no other major modernization steps since the last report.

A motion was made to accept the financial report by Lizz, seconded by Terry, vote was taken and passed unanimously.

### **Manager's Report**

Ed stated that they have been working on the end unit fences taken down after the hurricane. They only have 3 more to do but still have to do gates and will order hinges and latches in bulk to save money. Ed has been meeting with the Maldonado supervisors and will continue to do so. We did have one leak that came from underneath the street that was City and had to turn the water off for the City to repair. We are attempting to clean the pools every day. The palm tree trimming will begin on Monday, June 20, 2022, and will be completed at the end of the week. A few more palm trees have died and will need to be removed.

### **Harvey Recovery Update**

Lawson reported that we have completed recovery.

### **Landscape Committee Update**

Bonnie presented her update on the landscape project. Buildings 1500 – 1900: Demo -100%, Irrigation – 95%, Planting – 10%; Buildings 2000 – 2300, 2700: Demo – 95%, Irrigation – 65%, Planting – 0%; Buildings 2400 – 2600: Demo 75%, Irrigation – 10%, Planting – 0%. She has weekly meetings with Jose Gonzalez and states they are amicable and productive. She then presented the budget. The plans going forward: (1) Determine amount from electrical repair that should be paid from contingency; (2) Develop change orders for items paid by owners for beds and palm trees; one owner is donating 2 citrus trees; (3) Remainder of irrigation installation; (4) Planting plus rock and mulch installation; (5) Issue rules/regulations for landscaping. They have been developed and finalized by the committee; (6) Develop maintenance plan/contract with Maldonado. A question and answer period followed.

## **Rental Committee Update**

Updates included in Old Business.

### **Old Business**

Parking passes: Gail reported that she has been talking with Sun Kissed Embroidery and they produced and ordered a window cling pass for and a decal sticker for boat trailers for owners. She created a paper guest overnight pass for vehicles and boat trailers which have been put on the website. The ones for the vehicles are to be placed on the dashboard of the car and the boat trailer should be placed on the tongue of the trailer, completely filled out. Shaun stated that it is necessary to let the owners, renters, and rental companies know that if there is not a pass on/ in the vehicle and trailer, they could be towed away at the owners/renters expense. Ed suggested that we post signs stating it is parking by permit only and could be towed. Ed is going to contact some towing companies to see what their policies are. A motion was made by Bonnie to immediately mail 2 parking stickers and 1 boat trailer sticker to the owners (once we receive them), along with a letter explaining the use of the stickers and overnight passes, that if there are violations of the parking policy by owners or guests that their vehicle could be towed, seconded by Lizz, vote was taken and passed unanimously.

Keys for pool gates: Gail thinks keys would be more efficient because the coded locks don't always work. Discussion was held about cost and type of key. After the discussion it was decided that Ed find out the cost of replacing the coded locks and compare the price to physical keys.

Tennis court: Tabled until next meeting

### **New Business**

Entrance gate: Tabled until next meeting

Treasurer position: To be discussed in Executive session. Dorothy has agreed to take the position temporarily.

Parking lot resurface: Shaun stated that it needs to be done. His idea would be to do it in 3 stages, the worst areas being the first to be done and do it in a 2 – 4 year period. This will have to be presented to the owners at the annual meeting. Lizz stated that we should not raise the maintenance fees or do an assessment at this time.

Annual meeting: Pam went through the Directors that will be going off the Board in September. Lizz has agreed to run for another 2 year term. There will be 4 positions that need to be filled should Lawson resign (he still has 2 years left). Therefore, Lizz can run for the remainder of his 2 year term and we will have 3 openings for 3 year terms. The Board agreed to have it at Drifter's with no meals. Pam to send out the nominations notice via email during the first week of July.

There being no further business, a motion to adjourn was made by Lizz, seconded by Bonnie, vote was taken and passed unanimously. An Executive session was then called to discuss the budget for FY22-23 and other items.

Respectfully submitted,

Pam Garrett  
Secretary

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