

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

### **BOARD MEETING MINUTES Navigational District Education Center November 4, 2023**

President Shaun Blackmon requested a motion to be made to bring the meeting to order at 12:50 p.m. Said motion was made by Kent VanderVort , seconded by Jeff Vernier , vote was taken and passed unanimously. Roll was called and a quorum was present.

Directors Present: Shaun Blackmon, Troy Bolton, Kent VanderVort, Jeff Vernier

Directors Absent: Kristy Keach, Bob Wills, Gail McClanahan (Kent has their proxies)

Managers Present: Ed Naranjo, Pam Garrett

Guests: Winthrop and Doris Nystrom (#2208)

#### **Minutes**

The minutes for the August 12, 2023 were presented for review. A motion was made by Jeff to accept the minutes as written, seconded by Troy, a vote was taken and passed unanimously.

#### **Agenda**

The agenda for August 12, 2023 was reviewed and there were no changes.

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

Shaun presented the financials as of September 30, 2023. Total cash in the bank is \$509,263.11. Shaun went over the overages. He stated that he spoke with the bank regarding our second R&T account that was not being used. The decision was made to transfer part of the Operating account into that R&T account. A motion was made by Kent to accept the financial report as written, seconded by Jeff, vote was taken and passed unanimously.

#### **Manager's Report**

Ed reported that the deck painting project was complete except for #2401 and a few handrails. He has met with landscaping contractors to obtain bids for maintenance. Supports were installed on 2 fish cleaning stations as they were beginning to lean forward. Ed stated that he has been overseeing the ventilation of the roofs project and they should be completed by November 15<sup>th</sup>. They are getting caught up with work orders.

#### **Landscape**

After some discussion, this issue was tabled to the February meeting.

## **Rental Committee**

After much discussion, it was decided to write a letter to the owners outlining what is expected of those who rent their units according to the By-Laws. Along with the letter, the summary of the Rules, Regulations, and Policies (to be posted in their units at all times), and guest parking permits. Kent will also visit with the local property managers and give them the same package.

## **Old Business**

Boat Lifts: Discussion was held regarding the voting results of the boat lifts at the annual meeting. Shaun stated we need a letter to go out to the owners who did not vote at the annual meeting giving them an opportunity to vote with a 2 week time frame.

Security Cameras: After a lengthy discussion, this topic was tabled to the February meeting.

Tennis Courts: Discussion was held and it was decided to table this topic to the February meeting.

## **New Business**

Shaun stated that we have 2 units (#1701 and #1703) where repairs were made and the owners want reimbursement for those repairs. He explained the repairs for each unit. Shaun stated that he is going through the repairs, give his opinion as to what the HOA is responsible for according to our By-Laws, share all with the Board, and then send to our attorney for his opinion, according to the By-Laws.

Scanning documents: Pam asked if she was to continue with getting all of our documents scanned. The Board decided not to pursue the scanning at this time.

Website: Pam suggested that the photos be replaced and updated the front page. Shaun to ask Lizz to take care of this.

There being no further business, a motion to adjourn was made by Troy, seconded by Kent, a vote was taken and passed unanimously. An Executive session was then called.

Respectfully submitted,

Pam Garrett  
Secretary

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