



Bay Pines Homeowners' Association (HOA)

Board of Directors – Meeting Minutes

Thursday, January 14, 2016 – 6:00 p.m.

Community Life United Methodist Church

4115 Soundside Drive, Gulf Breeze, Florida 32563

Present:

Danny Linton

2 Owners Present

Paul Zagortz

Lacey Milligan (via FaceTime/Skype)

Bill Sharon

Debra Salatin

Call to Order – President Danny Linton

Danny called the meeting to order at 6:01 p.m.

Review and approval of the Agenda & Minutes

Danny made a motion to approve the minutes from previous month. Bill seconded the motion. All were in favor. Danny also made a motion to approve today's agenda with the changes stated. Paul seconded the motion, and all board members were in favor.

President's Report (Danny Linton):

Fines Committee Procedures:

Danny shared the details of what the Fines Committee is responsible for, and stated that the Policy Proposal would be mailed out for each member to review and comment in Feb. Comments must be received in 30 days. Danny stated that pending any changes recommended, from members will be voted on at the March meeting. Danny made a motion to the Board to move forward with sending the Policy Proposal to members. Bill seconded the motion, and board members were in favor.

2016/2017 Term:

Danny then discussed details of the 2016/2017 term that is approaching. A nomination form will be mailed out along with a Proxy. This will be included in the Announcement for the members meeting. This will be mailed by Feb 8th.

Website updates:

Danny mentioned that the website would be updated with the new Property Management Company, updates to the ARC forms, pending minutes and approved resolutions.

Vice President's Report (Bill Sharon)

Entryway Improvements Project:

Bill reported that Phase II will be finished-up at our entrance as soon as Jim Kimbrough receives our LED lights in from the manufacturer as these were on back-order. He also reported that Phase III will start in the Spring which will cost an estimated \$2,500 for sod, labor, and taxes.

Treasurer's Report (Paul Zagortz)

Financial Condition for 2015 and 2016 budget:

Paul reported that we have approximately \$25,000 roughly in our account and a few bad debts remaining to collect.

Paul read the Resolution to change from Etheridge Property Management to Realty Masters of Florida. Paul read the Administrative Resolution to change the information on our bank account to our new management. Paul made a motion to approve the resolution for the changes to the Bay Pines HOA Bank Account Signature Card. Danny seconded the motion, and the board was all in favor.

Paul reminded everyone that HOA dues needed to be collected but that a late charge (\$20) and a penalty (\$3/month unpaid) would not apply until after March 2nd.

Director's Report (Debra Salatin)

Welcome Package for New Residents:

Debbie made a motion for us to create Welcome packages to residents moving into our neighborhood. Danny seconded the motion, and the Board was all in favor.

Secretary's Report (Lacey Milligan via FaceTime/Skype)

Nothing to report at this time.

Committee Reports:

Architectural Review Committee (D. Novinc [Chairman], J. Abel, and S. Jones):

Danny stated that Donnie is the Chairman of the ARC so all reports will come from him and he is the point of contact for all ARC requests.

Rules Enforcement Committee (B. Sharon [Chairman], D. Linton):

Bill stated that December 18, 2015, we had 18 violations with no action or notification occurring for these violations.

He also stated that January 13, 2016, we had 11 rules violations and made a recommendation that these owners be sent Pre-Fining Notices.

Fines Committee (C. Venable, K. Nin, and L. Brown):

No fines to report at this time.

Open Forum:

Nothing to discuss.

Next Meeting

Danny stated that unless there is any objection we are cancelling the February 11, 2016 meeting. Danny made a motion to cancel Feb. 11th the meeting. Bill seconded the motion, and all were in favor. The next meeting will be our Board of Directors (1st Qtr)/2016 Annual Members Meeting which will be held Thursday, March 10, 2016, at 6:00 p.m. at the Community Life United Methodist Church, 4115 Soundside Drive, Gulf Breeze, FL 32563.

Danny reminded us that everyone needs to provide agenda items to Lacey by March 6th for the March 10th meeting.

Adjourned:

Meeting was adjourned at 7:18 p.m.