



**Bay Pines Homeowners' Association (HOA)  
Board of Directors – Meeting Minutes**

Tuesday, March 7, 2017 – 6:45 p.m.  
Community Life United Methodist Church  
4115 Soundside Drive, Gulf Breeze, Florida 32563

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**Present:**

Shane Lobzun  
Bill Sharon  
Nancy Wyse  
Sam Jones  
Danny Linton  
Jay Schwartz

**Call to Order**

Jay Schwartz called the meeting to order at 6:45 p.m.

**New Business:**

**A. Election of the Officers to Board Positions:**

Shane Lobzun – President  
Bill Sharon – Vice President  
Sam Jones – Director  
Nancy Wyse – Treasurer  
Danny Linton - Secretary

**B. Administrative Resolution to release Realty Masters of Pensacola as Property Manager:**

The new Board shared the admiration for Realty Masters, especially Jay, for the support that he provided during the previous year. Jay agreed that our small community of only 67 homes would be easy to self-manage and offered his knowledge and support in the future should we need it. Shane presented the Administrative Resolution which included the 45-day notice as per the management agreement/contract with an end date of 21 April 2017 and made a motion for approval. Sam Jones seconded the motion. All were in favor.

**Note:** Realty Masters of Pensacola agreed to dissolve the management agreement on March 31, 2017 versus the full 45-day notice as it made for an easier transfer of the financial reporting.

**C. Administrative Resolution for Bank Account Signature Authority:**

Shane presented the Administrative Resolution to transfer control of the Checking Account for the Bay Pines Homeowners Association from Realty Masters of Pensacola to the HOA Treasurer and the HOA Secretary at the appropriate time and then made a motion for approval. Nancy seconded the motion. All were in favor.

**D. Administrative Resolution to Employ William Clary, Electrician:**

Shane presented the Administrative Resolution to replace the two damaged lights at the entrance to the subdivision which also included reimbursement for a damaged light that was warranted due to human destruction. Shane made a motion for approval. Danny seconded the motion. All were in favor.

**Adjourned:**

Shane Lobzun made a motion to adjourn the meeting. Bill Sharon seconded the motion. All were in favor. Meeting was adjourned at 7:25 p.m.