



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

Monday, August 14, 2017 – 6:00 p.m.  
Held at the Home of the Director (1919)

---

### **Present:**

Shane Lobzun, President  
Nancy Wyse, Treasurer  
Laura Puente, Director  
Danny Linton, Secretary

### **3 Members Present**

### **Call to Order**

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

Shane made a motion to approve the meeting minutes from the Board of Directors Meeting held on June 13, 2017. Danny seconded the motion with all in favor.

The meeting announcement was posted on the website at 4:00 p.m. on 08/08/2017 and on the Facebook page at 3:07 p.m. on 08/10/2017, a meeting announcement sign was posted at the entrance at 3:29 p.m. on 08/11/2017, and the meeting agenda was posted to the website at 12:28 p.m. on 08/13/2017. Shane made a motion to approve the agenda. Danny seconded the motion with all in favor.

### **New Business:**

#### **A. Land Purchase Feasibility Study:**

1. Shane made a motion to proceed with conducting a feasibility study concerning the purchase of the land adjacent to the entrance to the subdivision. Laura seconded the motion with all in favor.

#### **B. Foreclosed Properties and Property Preservation (1840 & 1879):**

1. Shane reported on the progress of identifying a contact at the financial institutions responsible to maintain the foreclosed properties within the subdivision.
2. Danny prepared and mailed Estoppel Letters to the contacts which included any outstanding balance owed to the HOA for dues and property preservation efforts.
3. Monitoring of these properties will continue by the Board and by the REC.

#### **C. Fines Schedule for the 2017/2018 Term:**

1. Before the end of 2017, the Fines Committee will prepare a Fines Schedule for covenant violations and submit it for review, discussion, and approval.

#### **D. Safety Report:**

1. Shane reminded members present about speeding in the subdivision especially with children returning to school.

#### **E. Entryway Maintenance/Repair:**

1. In Bill's absence, Shane reported the final costs of the mulch replenishment to be \$1,273.75.

#### **F. Financial Status:**

1. Nancy provided a report of the bills paid and expenditures incurred in June, July, and August 2017 and reported that the bank balance as of August 14, 2017 is \$26,936.48.
2. Nancy also reported on the members who have not paid their 2017 dues.
3. Nancy made a motion to send the accounts with an outstanding balance to the HOA Attorney for further collection efforts. Shane seconded the motion with all in favor.

#### **G. Welcome Packages:**

1. Laura reported that a Welcome Committee will be organized to greet new owners and tenants. Nancy and Bill volunteered to help Laura to assemble some type of goodie basket or bag for the new arrivals.

**H. Tenants to Attend Board Meetings as Guests:**

1. Laura made a motion to allow Tenants to attend Board Meetings as guests without any voting privileges. Danny seconded the motion with all in favor.

**I. October Fest 2017:**

1. In an effort to improve relations and the welfare within the subdivision, Shane made a motion for the organization of a Non-HOA funded Bay Pines October Fest for all residents within the subdivision to be held on October 14<sup>th</sup>. Laura seconded the motion with all in favor.

**J. ARC/REC/Fines Committee:**

1. Danny reported on the one (1) ARC Request that was submitted from the Member at 1984. The request was unanimously approved by the ARC and the Member was notified within the 48 hour timeframe.
2. Shane reported on the thirteen (13) covenant violations as reported by the REC. Six (6) of the covenant violations were corrected within the timeframe allotted with the REC needing to follow-up on the remaining seven (7).
3. No reports from the Fines Committee.
4. Nancy recommended that at least one member of each of the HOA Committees attend all Board Meetings.

**K. Rear Fence Ownership and Drainage Issues:**

1. Laura volunteered to review the CCRs, Florida Statutes, and titles/deeds in an effort to resolve ownership and maintenance responsibilities for the rear fences for property owners within the center of the subdivision.
2. Laura volunteered to review the CCRs, Florida Statutes, and the Santa Rosa County Code Enforcement rules/regulations in an effort to resolve drainage issues for property owners within the subdivision.

**L. Next Board of Directors Meeting:**

1. The next Board of Directors Meeting was scheduled to be held at Laura Puente's home (1919) on Monday, October 16, 2017, at 6:00 p.m.

**Adjourned:**

Shane made a motion to adjourn the meeting. Laura seconded the motion with all in favor. The meeting was adjourned at 7:26 p.m.