



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

Monday, October 16, 2017 – 6:00 p.m.

Held at the Home of the Director (1919)

Present:

Shane Lobzun, President
Laura Puente, Director
Danny Linton, Secretary

2 Members Present

Call to Order

Shane called the meeting to order at 6:00 p.m.

Shane made a motion to approve the meeting minutes from the Board of Directors Meeting held on August 14, 2017. Danny seconded the motion with all in favor.

The meeting announcement was posted on the Facebook page at 1:10 p.m. on 10/16/2017, a meeting announcement sign was posted at the entrance at 10:21 a.m. on 10/14/2017, and the meeting agenda was posted to the website at 1:00 p.m. on 10/16/2017. Shane made a motion to approve the agenda. Laura seconded the motion with all in favor.

New Business:

- A. **Land Purchase Feasibility Study:** Shane made a motion to approve the Administrative Proposal to make a preliminary contingent offer of up to \$21,000 to the owner of Parcel 13 (0.558 acres) for the land adjacent to the entrance to the subdivision. Laura seconded the motion with all in favor.
 - B. **October Fest 2017:** Shane reported that participation was minimal but very positive and recommended more advertising to include a potential flyer for future events.
 - C. **Neighborhood-wide Fall 2017 Garage Sale:** The date for the garage sale was set for November 4, 2017, with normal organizational responsibilities assigned.
 - D. **Trick-or-Treating for Halloween:** The start time for trick or treating was set for 5:30 p.m. on October 31, 2017, with normal organizational responsibilities assigned.
 - E. **Christmas 2017 Home/Yard Decoration Contest:** Though Shane posted the information for the contest on the Facebook page, very little interest from Members was received and thus the contest was cancelled for 2017.
 - F. **Safety Report:** No new complaints or issues to report.
 - G. **Entryway Maintenance/Repair:** In Bill's absence, Shane made a motion to purchase and to spray a weed/grass killer in and around the mulched-areas at the entrance. Danny seconded the motion with all in favor to include postponing this action until March 2018.
 - H. **Financial Status:** In Nancy's absence, Danny provided a report of the bills paid and expenditures incurred in August, September, and October 2017 and reported that the bank balance as of October 16, 2017 was \$26,419.00. Danny also reported that there are six (6) Members with outstanding accounts, a payment plan, or in mortgage foreclosure. Two Demand Letters were mailed to Members and one Claim of Lien was recorded by the HOA Attorney in an attempt to collect outstanding 2017 Annual Assessments to include late fees, interest, and legal fees.
 - I. **Welcome Packages:** Laura made a motion to establish a Hospitality Committee to organize welcoming activities and events for new owners and tenants. Shane seconded the motion with all in favor.
 - J. **Estoppel Letters/Late Assessment Notices:** Danny prepared and mailed seven (7) Estoppel Letters and Late Assessment Notices to various Title Companies and Members/Contacts which included any outstanding balances owed to the HOA for dues and for property preservation efforts.
-

- K. **Website Ownership Change:** Danny made a motion to approve the Administrative Proposal to change the ownership of the Bay Pines HOA website from Paul Zagortz to the Board of Directors to include reimbursement to Paul for the costs incurred for 2017. Shane seconded the motion with all in favor.
- L. **Architectural Review Committee:** Danny reported that there was one (1) ARC Request submitted and approved in October 2017. Multiple inclement weather events delayed the Member's completion efforts but should be completed in November 2017.
- M. **Rules Enforcement Committee:** Shane and Laura reported that there were twenty-two (22) rules violations reported during the last inspection (August 2017) with sixteen (16) issues resolved without further action and six (6) violations requiring additional follow-up and action.
- N. **Fines Committee:** Before the end of 2017/2018 Term, the Fines Committee will prepare a Fines Schedule for covenant violations and submit it for review, discussion, and approval.
- O. **Honorary Mayor of the Neighborhood:** Laura made a motion to make the gray kitten, owned by Tenants, Josh and Brandi Hadden, the 2017 Honorary Mayor of the Neighborhood ("Yard Lion") for its cunning abilities especially with ridding the neighborhood of unwanted pests. Danny seconded the motion with all in favor.
- P. **Next Board of Directors Meeting:** The next Board of Directors Meeting was scheduled to be held at Laura Puente's home (1919) on Monday, December 11, 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 7:16 p.m.