

**Bay Pines Homeowners Association**  
**Board of Directors Meeting**  
**July 13, 2015**  
**Minutes**

**Present**

Danny Linton  
Bill Sharon  
Paul Zagortz  
Lacey Milligan  
Debra Salatin

Cheryl Kelley, EPM

**Call to Order**

Danny Linton called the meeting to order at 6:05 pm.

**Review of Agenda**

**Review of June 2015 Finances**

Cheryl presented financials, year to date assessments collected \$12,952.21 total operating expenses year to date \$4,883.92. For the net operating income \$8,168. Cash operating balance as of June 30, 2015 was \$29,114.04. Cheryl noted that the Hiles Mcleod was paid for the Homeowners Insurance in the amount of \$1,088 on June 2<sup>nd</sup>. The receivables were reviewed currently receivables outstanding as of June 30<sup>th</sup> is 4,961.35, of that one homeowner is in foreclosure and three are with the attorney of those four two of those homeowners owe an access of 1,500 there are only two homeowners in rears for 2015.

**Roles & Responsibilities**

Danny went over the rules and responsibilities of the Board of Directors, Etheridge Property Management and the Architectural Review Committee. Danny asked for volunteers of board members for different projects and asking the members help take on some of these projects and help to get some things accomplished. The board asked about the Roles and Responsibilities of Etheridge Property Management. Cheryl stated they assist the board by communications to homeowners and renters in violation of the Covenant and Restrictions, by-weekly neighborhood checks, all financial reports including accounts payable and receivable, paying bills for the association and dues that are in arrears, notices to residents, over all requests for maintenance, estoppel request and various request that have to do with closings. As far as the ARC there responsibilities were discussed, their job is to up hold the by-laws and restrictions of the neighborhood and owners are required to make a request before they make any changes as noted in the rules.

**Signatures of Board Members**

All the board members signed there homeowners association board member certificate form which is required by the 720 Florida Statues, A board member certification form upon completion of division approved educational curriculum is required by section 720 of the Florida Statues, all board members have signed the required form.

**Nomination from the Floor**

There is one open position for the ARC. The board discussed the ARC and its rules. It was decided that all Board members become member of the ARC committee. Lacey made a motion for all the Board members to become a part of the ARC, Bill second and all were in favor.

### **Review the statues of the covenant violations from 29 June 2015**

The board discussed the continued violations mainly yard violations, by the same residents and what the role of the board is to fine or enforce these homeowners to abide by the covenants and restrictions. Fining committee and a fining system was discussed. Paul and Danny stated they would work on some different wording and look over the by-laws to get a firm understanding of how to enforce the rules and regulations of Bay Pines. The board noted that consistency would be the key to get homeowners to take care of their yard or whatever the continued violation may be.

### **Entryway Improvements Proposal**

Board discussed the different ideas for the entry way, black mulch was discussed, what plants to plant. Bill will work with Donnie on some ideas about mulch, plants, and sprinklers. The range of \$500-\$2,000 dollars is left over from the approved landscape proposal.

### **Pedestrian Cross Walk**

Danny reported that he has been in contact with Glen Bailey of Santa Rosa County on the cross walk proposal for Bay Pines subdivision and presented a letter from Mr. Bailey saying they have reviewed his request and are evaluating the safest location for a pedestrian cross walk.

### **Traffic Light Proposal**

Danny also reported the traffic signal for East Bay Blvd and Highway 98 has been approved and funded, he was informed by Mr. Bailey. Design completion is scheduled for October and the project will go out to bid.

### **East-side Property Proposal**

Review the status of the proposal to acquire the property on the east side of the entry way. Danny stated he had spoken with a realtor named Joe of asking price of \$48,000 that is the price they are currently asking. They are hoping they will take less as it has not sold. There's some county restrictions an easement pond for the property. Danny to get back to the board. To purchase this property it would require majority of membership approved vote. Danny stated he thought this would be something of value and Debra also agreed.

### **Introduction of the Bay Pines Website**

Paul Zagortz has worked tirelessly on getting the Bay Pines website established. He is working with Lauren in the Etheridge Property Management office to get the website up and running. The website would include items such as the Rules and Regulations, Covenants and Restrictions, Board members, how to pay your dues, events going on in the community etc. We talked about a Covenants and Restrictions guideline sheet to help the owners understand them better.

### **Set 4<sup>th</sup> quarter, 2015 Owners Meeting date, time and location**

Cheryl asked the board to look at their calendars at this time we are looking at October 26 that will be a Monday.

### **Adjournment**

There being no further business, Bill adjourned the meeting at 8:25 pm.