

BAYBRIDGE HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting
Wednesday, June 10, 2015

MINUTES

BOARD MEMBERS PRESENT

Tom Belger
Dick Baker
Gale Larkin
Michele Harrison
Doug Caddell
Clay Jennings
Frank Rainey

HOMEOWNERS PRESENT

Larry & Gayle Monserrate
Sherry Hart
Sue Crain
Debbie Belger

Cheryl Kelley-Etheridge Property Mgmt.

Call to Order:

Tom Belger, called the meeting to order at 5:33 p.m.

Approval of Minutes:

Dick Baker made a motion to approve the minutes of the May 13, 2015 meeting. Frank seconded, and the motion passed unanimously.

Financials

Cheryl Kelley presented the financials for May 31, 2015. Revenues \$28772 & Expense \$29477. Reserve transfer was made. Cheryl went over the breakdown of General Maintenance Expenses for May, noting additional expenses; Chimney Caps painted & capital project for window leak trim/sheetrock #80. Aged Receivables as of May 31, 2015 presented. Dick made a motion to approve the financials for May, Doug seconded, motion passed unanimously.

OLD BUSINESS:

The Maintenance Tracking Chart was reviewed by Cheryl Kelley. The semiannual inspections were completed on May 28, 29 and June 1st. Cheryl stated that all but 2 units were accessed, and no major issues were found. Owners will be notified individually (if they were not at home for the inspections) if there is action needed for the owners or if there is an association action needed, Marty and Cheryl have reviewed the inspection items.

Pensacola Hardware has received supply of the caulking, the lower windows and any upper windows not completed in May will be completed.

A new barbeque grate has been ordered for the Gazebo BBQ,

Landscaping:

Debbie Belger presented the landscaping report. Debbie stated that she has sent Grassroots an email requesting specific landscaping needs, i.e. weeds on waterside, saplings cut on crepe myrtles. Mike Eddins landscape designer with Grassroots and Debbie have walked thru the property. Debbie made request for an estimate of landscaped design for plant/sod replacement. Fall project suggested, replacing the bushes in front of the tennis courts. A proposal for monthly sprinkler maintenance has been submitted by Doug Merritt for servicing February thru November. Debbie has asked Doug to update his contract to include statement requiring prior approval for any sprinkler work over 2 hour's labor. Tom stated that the proposal would be amended to state additional hours must be approved. (See attached contract)

Frank made a motion to accept sprinkler contact (pending amendment to contract) as noted, Michele seconded, approved unanimously.

Capital Projects Review:

*Window Caulking Bronze/White, Caulking project to resume

*Lamp Post Project to be completed in June

*McCormick #80-Windows trim/sheetrock completed

*Pool-water leak, Aqua pools has repaired fittings in lights, C&E monitoring leak

*Anchor Pest Control to spray interior of units 1st Monday every other month, July 6th next indoor treatment, August exterior. Anchor has been contacted & reminded to leave business card on kitchen counter after treatment.

Driveway Drain Repair-

C & E has cleaned out drain in driveway at unit #76 removed leaves and mud down to drain concrete bottom,

Cleaned out drain pipe to transfer station along boardwalk, run drain snake from driveway to boardwalk drain.

It has been suggested that a sump pump be added to assist in the pumping of the water in heavy rains, removal of water as the outlet pipe is higher than the inlet pipe. Doug asked the rate of gallons per minute for the pump considered for this drain. Cheryl is to request that information from Marty; cost range for pump is \$350-500, plus the additional cost for electrician to wire the pump. Board all agreed to purchase the pump with the largest capacity to pump the water quickly. Cheryl is to get back to the board with details as soon as she receives the estimate from electrician and pumps capacity per minute.

NEW BUSINESS:

DOT Parkway Drain:

Cheryl, as well as Dan Green from Baybridge Office Park, has made contact with Rod Rowell Engineer for DOT.

Both have requested the drain on the Parkway be addressed as it has a deep dip in the turn lane. Mr. Rowell stated that the drain would be looked into to determine if it has settled and what direction needs to be taken for the necessary repairs.

Other Business:

Hurricane Preparation Sheet;

Hurricane Preparation Sheet has been updated for this season, sheet to be sent by email or mailed to owners along with the approved May minutes and posted on the bulletin board.

Pets: Frank Rainey addressed the board regarding owners walking pets along the boardwalk. It was noted, that owners should keep in mind common courtesy for others while walking your pets. Walking your pets on the driveway side first was suggested before walking pets along the boardwalk. Pet Owners, **"Please be observant of the area in which you are allowing your pet to "go"**.

Lawsuit Clarification: Sherry Hart # 78 stated that the Paramount Lawsuit was source of concern by Mortgage Company when recently obtaining financing. Tom stated that there have been misunderstandings & Baybridge is the plaintiff in the case. Tom will contact Dick Baker and develop interpretation for potential buyers, realtors and owners. Statement will be attached with questionnaires for future inquiries.

There was no further business and the meeting adjourned at 7:32 p.m.

Respectfully submitted,

Cheryl Kelley
Association Manager