

# BAYBRIDGE HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting  
Wednesday, August 12, 2015

## MINUTES

### BOARD MEMBERS PRESENT

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

### HOMEOWNERS PRESENT

Debbie Belger  
Jo Lynn Barnicoat  
Sue Crain  
Sandra Wilkins

Cheryl Kelley-Etheridge Property Mgmt.

### **Call to Order:**

Tom Belger, called the meeting to order at 5:30 p.m.

**Approval of Minutes:** Dick made a motion to approve the minutes of the July 8, 2015 meeting. Clay seconded, and the motion passed unanimously.

### **Financials**

Cheryl Kelley presented the financials for July, 2015. Revenues \$29248. & Expense \$24182. Reserve transfer was made. Cheryl went over the breakdown of General Maintenance Expenses for July. Special Maintenance expenses noted; Drain rose at N end, draw paid for boardwalk railings repairs/painting & beach step repairs. Aged Receivables as of July 2015 presented; update regarding Claim of Lien sent to owner of #42 by Coastal Law Group in June has been paid in full, as of this week. Statements have been mailed to all owners with a balance due. Dick made a motion to approve the financials for July, Doug seconded, motion passed unanimously.

### **OLD BUSINESS:**

#### **The Maintenance Tracking Chart:**

Cheryl reviewed maintenance items in progress. Ongoing maintenance items being addressed; boardwalk, gutters, lattice work, pool, gazebo area. Gale asked about the completion of the window and brick caulking. Cheryl will inquire with Marty immediately and obtain an update/report of the caulking progress and what areas are not finished. (Report on Thursday from- Marty, all windows are caulked, approx. 20% of brick caulking is left to do, with the very warm temperatures and high humidity, the brick caulking will be finished as soon as the temperatures cool off some).

**Landscaping:** Debbie and Cheryl walked the grounds with Clark Allen with Grassroots Landscaping on 8/11/15.

Debbie presented Clark with a list of current issues and future projects. Trimming of the knock-out roses, sagos fronds, vines/weeds growing in the beds, especially along the boardwalk behind #82, boardwalk flower beds, tennis court fence bushes, etc. Plan was made to remove lorapetulum and replace with ornamental grass from other beds, divide some over grown grasses. Fall planting projects also discussed, ideas such as new plants along area (back of offices) southeast of gate across from #82, planting along entry, and exit gates. It was noted by Debbie, overall the grass and the landscaping is looking much better, credited mainly to a group effort- Sprinkler Contractor, Wallace Lawn spraying & Landscaper, all working together.

### **Capital Projects Review:**

#80 McCormick- Mr. McCormick has informed Cheryl that the dining window (repaired in May) does leak during longer blowing rains; further source of leak determination is being done to ensure the leak is repaired.

There was a recent water main leak in the drive across from #106, main has been repaired, asphalt repair will be next week. #118 Caddell reported a garage ceiling leak, Cheryl will have Marty check right away.

**Asphalt Sealing/Curb Repairs-** This Reserve Improvement was approved in the 2015 Budget. Project planned for later in the fall. Cheryl will contact Tree Arborist to get information regarding the trees & tree roots effecting the curbs and sidewalks.

**Drains:** Tom stated the importance of all the drains be checked regularly and lines cleared. Cheryl will discuss with Marty to ensure that the all drains are cleared, grates taken up and checked regularly. The new pump installed for the driveway to boardwalk drain line is working very well; manual pump is also working effectively in the dumpster area.

**Dumpster:**

Republic Services is making modifications on a new Compacting Dumpster.

**NEW BUSINESS:**

**The Boardwalk Rail project** is in progress. Pressure washing, sand, spot prime, repair and painting of boardwalk handrails, project is in progress, to be completed by end of August.

**Termite Inspection 8/20/15;** Annual Termite Inspection will be on Thursday, August 20, 2015.

**Pet Waste Trash Can:** Pet owners are encouraged to use the pet waste trash can located just inside the gate in the dumpster area. Please place your pet waste bag inside the garbage can. There was discussion of ideas in order to make the receptacle easier to use.

**Board Members- Review Bylaws, # of members:**

As discussed at the July meeting, Tom noted he would like to get more feedback from the board and owners regarding the number of members on the Board of Directors. Statute requires at least 5 members, the Baybridge Documents allow for not less than three (3) nor more than eleven (11) members, currently there are 7 members. We would like to have an elected board, rather than a board made up of non-elected volunteers. Dick stated that this change may be done at an annual meeting, placed on the ballot and voted by the owners. It was also discussed that after a Bylaws Review, it may be possible to have the association vote on the proposal at the November or December budget review meeting, if passed, it could be implemented at the Annual Meeting in January. This discussion will be continued at the next meeting on September 9<sup>th</sup>.

There was no further business and the meeting adjourned at 7:20 p.m.

Respectfully submitted,

Cheryl Kelley  
Association Manager