

Board Of Directors Meeting Minutes November 8, 2007

The Board of Directors of Baytowne Homeowners Association, Inc. met on November 8, 2007 at Bristol Management's Office. Directors present were: Jean Grebinar, John Canning, Bernard Campbell, Stacey Stack and Ray Zager. Christine Di Renzo was present representing *Bristol Management Services, Inc.*

Call to Order: The meeting was called to order at 4:00 p.m. by President, Jean Grebinar, who noted that a quorum was present, and that proper notice of the meeting had been previously posted.

Minutes: The minutes of the October 11, 2007 Board of Director's meeting were reviewed. Bernie Campbell made a motion to accept the minutes as amended. Stacey Stack seconded the motion. Motion was approved unanimously.

Open Forum: Members present were allowed to address the Board of Directors with concerns.

Financials: John E. Canning gave an overview of the October 2007 financials. The financials were approved as presented.

Committee Reports:

LRPC - John E. Canning discussed the progress the committee has made. The maintenance easement regarding Section K of the documents is the only unresolved item. Bernie Campbell made a motion to hire a title attorney to provide an opinion as it pertains to the access of maintenance. Seconded by Jean Grebinar and John Canning. The motion was approved unanimously.

Roadway Committee (roadway/paver project) - Jean Grebinar reported the roadway committee conducted a very nice informational meeting which had a great attendance turnout. The next informational meeting will be held on December 6th at the Marina. Bernie Campbell made a motion to approve additional funds to obtain new deep boring samples not to exceed costs of \$2,500.00 to come out of the road reserve fund. Jean Grebinar seconded the motion which was approved unanimously. Bernie Campbell made a motion with any new road design when the new curbs are put in the drains need to be corrected and any drainage problem to the best of our ability and eliminate all French drains. Motion seconded by John Canning and Ray Zager. Motion passed. Bernie Campbell made a motion that the costs for a new roadway if passed will be a special assessment and that the individual owners would be responsible for their own financing. Motion Seconded by Ray Zager and John Canning. Jean Grebinar opposed the motion. Motion passed 3 to 2. Bernie Campbell made a request to obtain three quotes to repair the tripping areas, bad areas of the roadway as backup if the project is not approved.

Design Control - There were no DCB applications to review.

Unfinished Business

Proposed 2008 Budget - The Board discussed the proposed budget. Bernie Campbell made a motion to raise the maintenance fees \$100.00 per quarter per home to be allocated as follows: \$11,000.00 to pay off the deficit; add \$4,000.00 to the landscape extras line item; add \$5,400.00 to the general reserve line item. Motion seconded by John Canning and Ray Zager. Jean Grebinar and Stacey Stack oppose the motion. Motion passed 3 to 2.

New Business:

CPA Proposals - Christine Di Renzo provided the Board with three proposals for the tax preparation for the year 2007. Bernie made a motion to accept the proposal of the CPA they used last year. Motion seconded by Jean Grebinar and Ray Zager. The motion was approved unanimously.

Symbiont Service Agreement - Christine Di Renzo provided the Board with a maintenance proposal from Symbiont for a one or two year term. Bernie Campbell made a motion to accept the two year term maintenance agreement. Motion seconded by Jean Grebinar. The motion was approved unanimously.

Pool Area Table - Christine Di Renzo provided the Board with a price \$135.00 to replace the broken table at the pool area. Bernie Campbell made a motion to accept the proposal and replace the table. Motion seconded by Jean Grebinar and Ray Zager. The motion was approved unanimously.

One Way Signs - Christine Di Renzo provided the Board with a price to replace the “One Way” signs throughout the community. Bernie Campbell made a motion to accept the proposal and replace the signs. Motion seconded by Jean Grebinar and Ray Zager. The motion was approved unanimously.

Golf Course Drainage - Jean Grebinar explained the area located behind the townhomes on the golf course side of the community was recently cleaned out. The golf course was contacted again and will come back to address the remainder of debris.

With no further business before the Board, the meeting adjourned at 5:30p.m.

Bernie Campbell made a motion to reopen the meeting to reconsider the CPA proposals because Christine Di Renzo informed him at that time the CPA they used last year was not available. Bernie Campbell made a motion to accept the lowest proposal. Motion seconded by Jean Grebinar and Ray Zager. The motion was approved unanimously.

With no further business before the Board, the meeting adjourned at 5:35p.m.

Respectfully Submitted,

Christine Di Renzo, LCAM Bristol Management Services, Inc.
For and on behalf of the Board of Directors