

Board Of Directors Meeting Minutes

August 14, 2008

The Board of Directors of Baytowne Homeowners Association, Inc. met on August 14, 2008 at the office of Bristol Management. Directors present were: Ray Zager, Mike Cembura, Jean Grebinar, and John Canning. Nadine Inglis and Christine Di Renzo were present representing *Bristol Management Services, Inc.*

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

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

Minutes: The minutes of the May 8th Board of Director's meeting and the June 9th Special Meeting were reviewed. Ray Zager made a motion to accept the minutes of the May 8th and June 9th meetings as written. John Canning seconded the motion. The May 8th and June 9th meeting minutes were approved.

Financials: Mike Cembura reviewed the July 2008 financials and reported the Association is in good condition and right on budget. There is currently one delinquent account which has been sent a certified letter regarding the monies owed to the Association. The financial report was approved as presented. Mike Cembura and Christine Di Renzo reported the Association's current financial institution, Sun American Bank did not rate well in an RFP survey conducted by Bristol Management. Ray Zager made a motion to switch from Sun American Bank to Anchor Bank. Motion seconded by Mike Cembura. Motion was passed unanimously.

Committee Reports:

Design Control - Ray Zager made a motion to ratify the approval for the DCB requests for the listed pier easements for lots 16, 17, 18, 19, 21, 22 and 23 and dock modification for Lot 17 submitted by Jay Carpenter. Motion seconded by John Canning. Motion passed unanimously.

Unfinished Business

Drainage Repairs - Ray Zager reported he met with Tony LasCasas and walked the property to discuss the drainage issue. Ray Zager also reported the initial meeting gave him the impression this may be a costly project for the Association to take on at this time. Jean Grebinar reported there is a drainage problem behind the homes along the Golf Course and recommends the Board take immediate action to correct the problem. The Board decided to conduct further investigation of the drainage system within Baytowne and discuss at the next scheduled Board Meeting.

New Business:

Roadway Repairs - Phase II & III - Ray Zager discussed the proposal from Wagner to complete the final two phases (Phase II and III) of the roadway repair project. The Board discussed the proposal and decided to send a notice to the membership to vote to allow the Board to complete Phase II and III for the roadway repairs not to exceed \$50,000.00. Upon the approval of the membership John Canning made a motion to approve Wagner to complete Phase II and III of the roadway repair project. Motion seconded by Jean Grebinar. Motion passed unanimously.

Vessel Insurance Update- Homeowners- Christine Di Renzo reported that homeowners who have a boat dock have been notified to submit their vessel insurance as required by the JLPOA. Several owners have complied with the request; the remaining owners will be sent a second notification. In the future the individual residents will be notified thirty days in advance of their insurance expiration date to send the renewal information to Bristol Management.

Hurricane Preparedness - Christine Di Renzo provided the Board with a copy of the updated 2009 Hurricane procedures.

Other New Business -

Street Lights & Mailboxes - Jean Grebinar suggested the Board address the replacement of the existing mailboxes and installation of new street lights. She volunteered to obtain information from FP&L on the street lights.

Pool Area Restrooms - Due to recent vandalism of the pool area restrooms the restrooms will be locked and residents will be notified of the access code to the restrooms.

With no further business before the Board, the meeting adjourned at 5:00p.m.

Respectfully Submitted,

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