

Board Of Directors Meeting Minutes

May 8, 2008

The Board of Directors of Baytowne Homeowners Association met on May 8, 2008 at the office of Bristol Management. Directors present were: Ray Zager, John Canning, Bob Prout, Mike Cembura, and Jean Grebinar. Christine Di Renzo and Nadine Inglis representing Bristol Management Services, Inc.

Call to Order: The meeting was called to order at 4:00p.m. by President, Ray Zager, who noted a quorum, was present and proper notice has been provided.

Minutes: The minutes of the April 10, 2008 Board of Director's meeting were reviewed. Ray Zager made a motion to approve the April 10, 2008 meeting minutes as written. Seconded by Robert Prout. Motion adopted unanimously. The minutes of the April 24, 2008 Board of Director's meeting were reviewed and corrections noted. Ray Zager made a motion to accept the minutes with corrections. John Canning seconded the motion. Motion was adopted unanimously.

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

Treasurer's Report: Treasurer, Mike Cembura reported the Association is close on budget to what has been spent. Mike Cembura noted the janitorial line item was high due to late billing. The total operating assets are \$15,712.97; total reserve assets are \$76,126.10 which is \$91,839.07 in total assets. No delinquencies to report. Robert Prout made a motion to accept the financial report. John Canning seconded the motion. The financials were accepted as presented.

Committee Reports

ALC: John Canning presented a letter from Attorney Gary Fields advising the appointment of the ALC and noted as long as the committee is not making a binding decision they are only making a recommendation to the Board of Directors they are not required to follow the Florida Sunshine Laws. John Canning made a motion that the Board using the power granted it under Article V, Section 11 (F) of the Baytowne Declaration of Covenants and Restrictions appoint an Architectural and Landscaping Committee (ALC) and give it the power to advise the Board on architectural and landscaping matters only. The ALC will have no binding powers, but will operate in an advisory capacity for the Board with the Board making all the architectural and landscaping decisions. The ALC Board can meet privately without notice to members or without open meetings. However the Board meeting (where the ALC presents its recommendations) must be noticed to members and open to them. Furthermore the structure of the ALC committee shall be composed of 7 members appointed by the Baytowne Board of Directors; A member shall be appointed for a term of two years. The initial committee will have 3 members appointed for a one year term. After the initial term expires all appointments shall be for two years. The committee shall meet on the second Tuesday of the month as needed; notice of the meeting shall be posted at least 48 hours in advance. An agenda shall accompany the notice and be posted at the pool. Any member of the Committee with a conflict of interest in any matter before the Committee shall abstain from voting on the matter. Motion seconded by Ray Zager and motion adopted unanimously. Robert Prout presented the committee members as follows; Robert Prout, John Canning, Betty Tator, Paula Gonzalez, Phyllis Schaffer, Lois Scranton, and Ralph Lobdell. John Canning made a motion to accept the committee members as presented. Motion seconded by Mike Cembura. Motion adopted unanimously.

DCB: President Ray Zager presented a DCB application and architectural plans submitted by 17194 Bay Street to tear down the existing home and build a new home. The Board deferred the DCB application to be reviewed by the ALC committee.

Unfinished Business

Roadway Repairs: Robert Prout reviewed the proposal from Wanger Construction and reported the total cost of the project to repair the roadway with concrete which is specifically 4 areas is \$15,785.00 which includes soil testing, Tony LasCasas supervisory time, concrete upgrade, concrete contractor (Wagner Construction). The roadway repairs are expected to start on Tuesday May 13th.



Board Of Directors Meeting Minutes

May 8, 2008

Page 2

New Business

Pool Surge Tank Repairs: Christine Di Renzo provided two proposals to repair the fiberglass pool surge tank which is damaged and has been temporarily repaired however the tank needs to be permanently repaired. Ray Zager made a motion to accept the proposal from A&A Marine to repair the fiberglass tank in the amount of \$1,560.00. Motion seconded by Mike Cembura. Motion adopted unanimously.

With no further business before the Board the meeting was adjourned at 4:40p.m.

Respectfully Submitted,

Christine Di Renzo, LCAM
Bristol Management Services, Inc.