

## Board Of Directors Meeting Minutes

August 13, 2009

The Board of Directors of Baytowne Homeowners Association, Inc. met on August 13, 2009 at the Baytowne Pool Area. Directors present were: Mike Cembura, Bob Prout, and Jim Barboni. James Hotchkiss was present representing *Bristol Management Services, Inc.*

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

**Open Forum:** Lighting and mailboxes were addressed by those members present.

**Minutes:** The minutes of the July 9, 2009 Board of Director's meeting were reviewed. Bob Prout made a motion to accept the minutes as submitted. Jim Barboni seconded the motion which carried unanimously.

**Financials:** Mike Cembura reviewed the financials from July 31, 2009 and reported the Total Operating Assets in the amount of \$48,898.99 and the Reserve Assets in the amount of \$77,085.07 therefore Total Assets in the amount of \$125,984.06. The Association has a current net income in the amount of \$(115.10). No delinquencies to report at this time; unit 17076 Bay Street has sold and the association has received payment of past due assessments. Jim Barboni made a motion to accept the financial report. Bob Prout seconded the motion which carried unanimously.

### Committee Reports:

**DCB Application** -Bob Prout reported the ALC Committee has reviewed the application for 17136 Bay Street for the paver driveway. Bob Prout made a motion to approve the application for driveway pavers as submitted with samples. Mike Cembura seconded the motion which passed unanimously. Mr. Thomas presented his application and photos for a paver driveway. Bob Prout made a motion to approve the application contingent the pavers are the same as shown in the photos. Jim Barboni seconded the motion which passed unanimously. Bob Prout also reported the ALC Committee has reviewed the application for 17076 Bay Street for the dock and boat lift. Bob Prout recommended the application be disapproved due to insufficient information. The Board will review the application and additional information during the next scheduled Board Meeting.

### Unfinished Business

**Drainage Update** - Bob Prout provided an update of the drainage issue behind the homes on the golf course in Baytowne. Mike Cembura announced Ray Carbella, Jane Carlough-Meline, Christine Di Renzo and himself will be meeting (meeting date TBA) as requested by the JLPOA. Bob Prout recommended if there is no plan of action as a result of the meeting Baytowne should send a letter to SFWM to determine the responsibility of the maintenance of the master drainage system.

**Roadway** - Bob Prout reported he met with John Wagner previously and marked the areas of the roadway where the repairs will be made for phase III of the roadway repair project. Bob Prout noted the approved proposal for the repairs was in the amount of \$19,000.00. Bob Prout will meet with John Wagner to finalize the details and will have a report of the schedule of work available for the next scheduled Board Meeting. It was recommended that notification of the scheduled work be posted at the pool and entrance to the community.

**Banyan Tree Trimming** - The Board of Directors reviewed three proposals for the trimming of the banyan tree. Jim Barboni made a motion to accept the proposal submitted by Only Trees in the amount of \$650.00. Bob Prout seconded the motion which passed unanimously.

### New Business:

**Other New Business** - Nothing to report.

With no further business before the Board, the meeting adjourned at 5:00p.m. Next Board of Directors Meeting will be held at the Baytowne pool area.

Respectfully Submitted,

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