

Board Of Directors Meeting Minutes

May 14, 2009

The Board of Directors of Baytowne Homeowners Association, Inc. met on May 14, 2009 at the office of Bristol Management. Directors present were: Bob Prout, Bill Ryno, Jim Barboni, and Beth Shapiro. 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 Vice President, Bob Prout, 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 April 19, 2009 Board of Director's meeting were reviewed. Bob Prout made a motion to accept the minutes. Beth Shapiro seconded the motion which carried unanimously.

Financials: Bill Ryno reviewed the financials from April 30th, 2009 with the Board and reported the Total Operating Assets were in the amount of \$43,977.60 and the Reserve Assets in the amount of \$67,252.43, therefore Total Assets in the amount of \$ 111,230.03. The Association has a current net income in the amount of \$197.51. There is one delinquency and that property is in foreclosure process. Jim Barboni made a motion to accept the financial report. Bill Ryno seconded the motion which carried unanimously.

Committee Reports:

ALC Committee - Bob Prout presented the revised final draft of the ALC Guidelines. Bob reported Jay Carpenter responded to the previous draft with his comments. The Board has reviewed the comments and is prepared to review the revised draft for approval. The Board reviewed each line item within the guidelines taking comments from Jay Carpenter. With the changes made to the guidelines during the meeting Bill Ryno made a motion to approve the revised final draft with changes. Beth Shapiro seconded the motion which carried unanimously.

DCB Application - Bill Ryno submitted plans for a room addition to the rear of his home. Bob Prout reported the ALC Committee has reviewed the submitted plans and has approved them as presented. Jim Barboni made a motion to approve the plans as submitted. Bob Prout seconded the motion which carried unanimously. The ALC report is attached.

Unfinished Business

Drainage Update - Bob Prout gave a brief history of the drainage easement maintenance responsibility issue behind the Baytowne homes on the golf course. Bob Prout reported what took place during the meeting he and Christine Di Renzo attended with Engineer, Tony LasCasas and A-1 Pipe Cleaning to review the final report of the drainage issue. Christine Di Renzo presented a proposal from A-1 Pipe Cleaning which included the cleaning of the pipes and investigative work to reveal the current condition of the pipes. Bob Prout made a motion to approve the following work; Item (1) Clean out pipe A4 to pond #1. Item (3) Clean out pipe B2 to pond #2. Item (4) Clean out catch basin #6 and investigate pipe from catch basin #6 and catch basin #7 and the outfall. Put drive in lake to verify sediment levels in front of the outfall within the pond (Harbour) in the amount of \$1,250.00. Jim Barboni seconded the motion which carried unanimously.

Other Unfinished Business - Beth Shapiro inquired of the status of the Lerner's palm tree. Christine Di Renzo will look into the issue.

New Business:

Landscape Replacement Proposal - Christine Di Renzo provided a proposal from Sago Landscape to remove existing deteriorating cat palms around the pool equipment and install new cat palms. The Board did not approve the landscape proposal because they felt the drainage issue is a priority at this time and they will revisit the pool equipment landscape at a later date.

Other New Business - None.

With no further business before the Board, the meeting adjourned at 6:30p.m.

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