

Board Of Directors Meeting Minutes

September 23, 2009

The Board of Directors of Baytowne Homeowners Association, Inc. met on September 23, 2009 at the Baytowne Pool Area. Directors present were: Mike Cembura, Bob Prout, and Jim Barboni. 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, Mike Cembura, who noted that a quorum was present, and that proper notice of the meeting had been previously posted.

Open Forum: No members were present.

Minutes: The minutes of the August 13, 2009 Board of Director's meeting were reviewed. Bob Prout made a motion to accept the minutes with corrections. Jim Barboni seconded the motion which carried unanimously.

Financials: Christine Di Renzo reviewed the financials from August 31, 2009 and reported the Total Operating Assets in the amount of \$30,837.89 and the Reserve Assets in the amount of \$80,781.74 therefore Total Assets in the amount of \$111,619.63. The Association has a current net income in the amount of \$1,354.74. No delinquencies to report at this time. 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 additional information provided for the application for 17076 Bay Street for the boat lift. Bob Prout made a motion to approve the application for the boat lift as long as it complies with the JLPOA pier easements. Jim Barboni seconded the motion which passed unanimously.

Unfinished Business

Drainage Update - Christine Di Renzo reported the JLGC Board has decided to hire a civil engineer to mark the correct grade behind Baytowne so that they can install the swale correctly. Christine Di Renzo will contact the Golf Course for an update.

Roadway - Bob Prout reported the roadway repairs are completed for phase III of the roadway repair project. Bob Prout also reported the compaction test completed by Ardaman have all passed with results of 98% to 100%.

Lighting - Christine Di Renzo provided a proposal from BP Electric to replace the missing pole in the amount of \$3,200.00. Mike Cembura provided information for a triple lamp solar light post. The Board reviewed the information and photo of the light pole. Jim Barboni made a motion to purchase one light pole in the amount of \$379.99 for a trial period. Bob Prout seconded the motion which passed unanimously. Christine Di Renzo will order the pole and have it installed. Christine Di Renzo will set up a meeting with FPL to review the previous plans submitted by the lighting committee to confirm the information is still accurate.

Landscape Replacements - Christine Di Renzo provided the Board with a proposal from Sago Landscape to remove the existing dead cat palms around the pool equipment and replace with new cat palms in the amount of \$545.00. The Board has requested for Sago to submit a revised proposal to install additional blue flowering plants which already exist on the east side of the pool equipment. Christine Di Renzo will contact Sago for the revised proposal. Jim Barboni made a motion to go ahead and approve the proposal not to exceed \$350.00. Bob Prout seconded the motion which passed unanimously.

New Business:

Holiday Lighting - The Board reviewed the previous contract with Holiday Illuminations and requested for Christine Di Renzo to obtain proposals for the Holiday Lighting.

Annual Meeting Date/Reservation - Christine Di Renzo made reservations for the Baytowne Annual Meeting to be held on February 3, 2010 at 7:00pm at the JLGC in the Barrow Room. The Board approved the reservation for the Annual Meeting.

2010 Budget Preparation - Christine Di Renzo provided a copy of the 2010 Budget Draft I. the Board reviewed the budget and will discuss further during the next scheduled Board Meeting.

Other New Business - None.

With no further business before the Board, the meeting adjourned at 5:45p.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