

Board Of Directors Meeting Minutes

January 8, 2009

The Board of Directors of Baytowne Homeowners Association, Inc. met on January 8, 2009 at the office of Bristol Management. Directors present were: Ray Zager, Bob Prout, Mike Cembura. 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, 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 November and December 2008 Board of Director's meeting were reviewed. Bob Prout made a motion to accept the minutes of the November and December meeting minutes. Mike Cembura seconded the motion. The meeting minutes were approved.

Financials: Mike Cembura reviewed the November 2008 financials and reported the Association has total operating assets in the amount of \$34,040.60 and reserve assets in the amount of \$49,431.12 therefore total assets in the amount of \$83,471.72. Currently there is one delinquent account which is being handled by the association's attorney for collection. The financial report was approved as presented.

Committee Reports:

Design Control - No applications to discuss.

ALC - Bob Prout presented the revised ALC guidelines and the board reviewed each line item of the guidelines. Jay Carpenter presented his suggestions. Bob Prout will submit the revised guidelines to be discussed during the next board meeting.

Unfinished Business

Drainage Repairs - Ray Zager sent a second letter to Bill Mattison (JLPOA) with a copy of Gary Fields opinion regarding the maintenance responsibility of the drainage. To date Baytowne has not received a response from the JLPOA. The board requested Christine Di Renzo to send another letter after the annual meeting from the newly elected board of directors to keep the issue current with the JLPOA.

2009 Budget Draft 4 - Christine Di Renzo submitted budget draft 4 for the board's review. The board reviewed the budget. Mike Cembura made a motion to ratify the 2009 budget draft #4, keeping the quarterly assessment fees at \$850.00. Motion seconded by Bob Prout. Budget was accepted.

Pest Control - The board discussed the proposals. Bob Prout made a motion to keep the current vendor and keep the prices the same for 2009. Motion seconded by Ray Zager. Motion passed.

New Business:

Variance Issue - The board reviewed the information provided by the JLPOA regarding the blanket variance proposal. The board will attend the informational meeting held by the JLPOA to gather additional facts and discuss during the next board meeting.

With no further business before the Board, the meeting adjourned at 5:50p.m.

Respectfully Submitted,

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