

## Board Of Directors Meeting Minutes

January 21, 2010

The Board of Directors of Baytowne Homeowners Association, Inc. met on January 21, 2010 at the Baytowne Pool Area. Directors present were: Mike Cembura, Bob Prout, Beth Shapiro and Bill Ryno. 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:** Ralph Lobdell recommended an alternative for the street lighting which would not include additional street lights, however additional up lighting for the landscape material and small path lights along the roadway.

**Minutes:** The minutes of the December 17<sup>th</sup>, 2009 Board of Director's meeting were reviewed. Beth Shapiro made a motion to accept the minutes as written. Bob Prout seconded the motion which carried unanimously.

**Financials:** Bill Ryno provided the December 31<sup>st</sup>, 2009 financial report. Operating assets in the amount of \$27,723.37. Reserve assets in the amount of \$76,437.86. Total assets in the amount of \$104,161.23.

### **Committee Reports:**

***DCB Application*** - No applications to review.

***Landscape*** - Christine Di Renzo will provide the Board of Directors with a copy of the landscape plans from Cotleur & Hearing.

### **Unfinished Business**

***Drainage Update*** - The Baytowne drainage will be discussed during the next JLGC Board Meeting which is scheduled for mid January. Bob Prout will set up a meeting with the JLGC to review their plan.

***Roadway*** - Bob Prout expressed concern with the Engineer's report with regards to the stated thickness of the concrete which may not be accurate. Bob Prout will research the facts further. The Board may hire a third party Engineer if necessary.

### **New Business:**

***Survey Cover Letter*** - Christine Di Renzo provided a cover letter for the survey to better explain the items on the survey to allow the owners to vote properly. The Board reviewed the cover letter and approved the letter for mailing.

### **Other New Business:**

- ❖ Diane Lobdell's email was read and submitted for record.
- ❖ Flyer for Monday Night Cocktails.

With no further business before the Board, the meeting adjourned at 5:10p.m.

Respectfully Submitted,

For and on behalf of the Board of Directors

Christine Di Renzo, LCAM, Bristol Management Services, Inc.