

# BAY POINTE VILLAS CONDOMINIUM ASSOCIATION, INC.

## BOARD OF DIRECTORS MEETING MINUTES

August 16, 2022

President Margaret Ballou called the meeting to order at 6:34 p.m. A quorum was established with all board members present. Gloria Reed, AmeriTech Property Manager and two association members, Jeff Murrill and H.P. Scott were present.

Reading of the July minutes was waived and they were approved.

Gloria Reed presented the Property Manager's report. Highlights were:

- Continuing work on roof warranties, sending to owners and filing with GAF
- Coordinating Prestar insurance appraisal. Kay Lea is the contact person for inspection questions.
- Laurie McGinnis is the AmeriTech accountant assigned to Bay Pointe Villas. Her contact information is on the Bay Pointe Villas website.

Karen Gillum presented the treasurers report.

- Assets as of July 31, 2022:

Operating	\$25,220.90
Reserves	\$29,515.08
Delinquencies	\$788.00
Total Assets	\$55,523.98
- Karen will track monies withdrawn from Deferred Maintenance Reserves (with board approval) in real time, so the board can determine the funds available and prioritize projects

### Old Business

- AmeriTech was unsuccessful recovering the payment made to World Class Maintenance. The board thanked AmeriTech for their offer; however, the board agreed to not accept their offer as suggested and will respond with a counter offer in the next 7-10 days.
- Gloria was directed to contact Albright Roofing. They are to pull a permit and replace Units 13&14's roof. When invoiced, the \$7,650 quote will be charged to the Roofing Reserve currently at \$11,381. Timing on the replacement of Units 7&8's roof was tabled to the next board meeting.
- Gregg is working with Gloria to gather the warranties for all roofs that have been replaced. The warranty for Unit 5&6 was questioned.
- Replacing spigots and shut off valves was tabled although the board will continue to solicit suggestions and bids from plumbing companies.
- The engineer advising on Unit #21's garage repair is waiting for a reply from the president to complete and hand off his report on the structural problems. Margaret will coordinate a check date for the report and discuss his next report, the repair plan, as well as ask for contractor(s) the engineer recommends. The engineer discovered the roof was poorly sealed where it connects to the condo. Both the product used and the installation appeared to him to lack quality. The day he was at Bay

Pointe Villas to assess the problem, he explained to the condo owners and board members present how the product must be installed to prevent the leaks we have experienced.

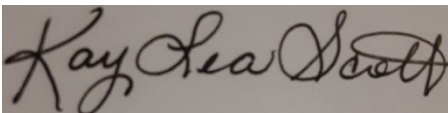
- Larry will coordinate with Pecker Heads Tree Trimming. The trimming will be delayed as long as possible to allow funds to accumulate in the tree trimming account. Of the total project quoted by Pecker Heads we will take advantage of the palm tree maintenance and north and south side elevation and dead branch removal at a total cost of \$2000. Should a storm warning for the area be announced, Pecker Heads will be asked to remove the dead branches within the week.
- Kay Lea reported that the key audit and resident directory is one-third complete. There will be two directories, one of residents and one of owners. Vehicle license information will be available so that parking issues can be addressed as needed. A current parking issue a resident reported to the board was discussed. Gloria will provide stickers that can be used to notify vehicle owners when they are parked in violation of BPVCA rules.
- The review and update of Bay Pointe Villas documents will carry into 2023. The bi-laws and community code were last updated in 2009. The project can be an agenda item for association members at the September quarterly meeting.

#### New Business

- The quarterly association members meeting will be Monday, September 12 at 6:30 p.m. Jeff Murrill will chair the meeting.
- Year-end actions were discussed. Gloria was tasked with setting meeting dates and details for the 2023 budget workshop, annual meeting and 2023 board organization meeting. One position will be open for the 2023 board. The board requested a budget workshop to begin with a review of our goals, needs and means for 2023. The board would like to take a hard look at the reserves as they now exist and determine if it would be wise to set up reserves specific to other anticipated needs in the coming years.

The next board of directors meeting is scheduled for Tuesday, September 20 at 6:30 p.m.

President Margaret adjourned the meeting at 7:23 p.m.

A handwritten signature in cursive script that reads "Kay Lea Scott". The signature is written in black ink on a light-colored background.

Kay Lea Scott, Secretary