

# BAY POINTE VILLAS CONDOMINIUM ASSOCIATION, INC.

## BOARD OF DIRECTORS MEETING

### Minutes

January 17, 2022

President Margaret Ballou called the meeting to order at 6:01 p.m. A quorum was established with all board members in attendance. Janice Sophia and Kristi Hampton of AmeriTech and four BPVCA members were present.

Minutes of the last meeting were waived.

#### Manager's Report

Janice Sophia introduced Kristi Hampton as Bay Pointe Villas new Property Manager, replacing Jenny Kidd effective January 17.

- The manager reported there has been one sale this month, Unit 8. Additional information has been requested from the new unit owner as the forms AmeriTech received were incomplete. The sale closed on January 11.
- A maintenance request, submitted in November, regarding gutters was tabled by the board at an earlier meeting to expedite action on higher priority items.
- A website update has been requested.
- Upcoming meetings were discussed. The Quarterly Association Members meeting will be held March 7. A request for discussion items will be made 2 weeks prior and an agenda published 7 days prior. The next board meeting is scheduled for February 21.
- AmeriTech management reported that other properties have published directories. They cautioned it is a time consuming process, requiring individual owner's approvals. This item ended the Manager's Report.

#### Financial Report

Assets as of December 31, 2021:	Operating	\$ 5,374.31
	Reserves	\$22,014.67
	Total	\$27,871.98

#### Old Business

- a. Roofs - Owners, AmeriTech and the insurance companies do not agree on Bay Pointe Villas roof replacement history. This puts insurance coverage and premiums in jeopardy. Margaret will collect data from AmeriTech, the insurance broker and the roofing companies and report her research at the next meeting.
- b. Bay Area Grounds, current lawn and sprinkler service, has been notified that their contract with Bay Pointe Villas will end March 31. Xtrim has been notified our contract with them will begin April 1. We will save approximately \$1500 annually.

- c. Larry Fineout reported 3 vendors visited to consider repair or replacement of the sprinkler system. One vendor estimated \$7000 to repair the system. He recommended replacing all the rotors. 150 heads were found. A second vendor recommended replacing all the heads and the third all the heads and pvc. Larry was able to redirect one of the current rotors when he replaced the mailboxes. The board discussed needs and reviewed the content of Xtrim's lawn care proposal. It included sprinkler repairs as a separate pay by item option. It was suggested that we could purchase sprinkler parts in bulk and pay Xtrim labor cost to make necessary repairs and adjustments.
- d. Greg Cuzzucoli is meeting with 4 stair repair and/or replacement vendors. Thus far he has received one estimate. It was estimated each staircase will cost \$15,000 to replace. There were no estimates for painting only. Painting will require taking up and replacing treads. The board requested that the Property Manager research and report the history of repairs that have been made to date.
- e. Kay Lea Scott reported Bay Pointe Villas web site changes will be available for board member review by the end of the week. Changes include removing the password, making association information, such as forms, financials, and minutes easily available to all members. Meetings, maintenance projects, events will be noted on a web site calendar updated by board members. She is also working on a resident directory and a newsletter.

#### New Business

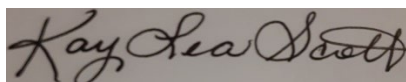
- a. There is mold in a Unit 9 closet caused by a leaking belly band. The board of directors approved contracting with Dry Solutions for \$645 to remove and remediate the mold inside the unit; \$250 to restore the integrity and seal the belly band to prevent future leaking. Experienced meeting attendees stated this is our second issue with a leaking belly band. The feature should be inspected and sealed every 3-5 years to prevent leaking.
- b. The board discussed the possibility of hiring onsite maintenance staff. The potential liability to the association is a hurdle. Any maintenance staff will have to carry insurance and Bay Pointe will be required to update its insurance to cover the maintenance individual.
- c. The board approved an architectural request form submitted by Greg Cuzzucoli, Unit 21, to replace a storm door.

There were no additional director's comments.

The next scheduled Board of Directors meeting will be February 21, 2022.

The first quarterly association members meeting is March 7, 2022.

The meeting was adjourned at 7:25 p.m.



**Kay Lea Scott, Secretary**