

# BAY POINTE VILLAS CONDOMINIUM ASSOCIATION, INC.

## BOARD OF DIRECTORS MEETING MINUTES

May 16, 2022

President Margaret Ballou called the meeting to order at 6:31. A quorum was established with all board members present. Gloria Reed, AmeriTech Property Manager and two association members, Gary Roemesser and H.P. Scott were in attendance.

Reading of last meeting minutes posted on the website was waived and they were approved.

Gloria Reed presented the Manager's Report. Highlights included:

- Monitoring Bay Pointe's insurance claim for leak repairs at Units 9 and 11.
- Cancelled the pool bathroom cleaning contract.
- A quote request sent for the insurance appraisal that must be performed in July.

Karen Gillum, treasurer, presented the Financial Report.

- Assets as of March 31, 2022:

Operating	\$15805.35
Reserves	\$18,921.76
Delinquencies	\$1,421.00
Total Assets	\$36,148.11
- Karen will follow up in regard to the 2020 special assessment details and outcome. She will clarify how the funds collected from the increased maintenance fee are allocated.
- Bay Pointe receives 4 Duke Energy bills. The property manager was requested to follow up to determine what is covered in each bill, outside lighting, pool, etc.
- The board anticipates the funds in the janitorial line item will accumulate and be available for other operating expenses.
- Board members have questions regarding the monthly reports. The property manager was asked to set up a meeting between Korene Banta of AmeriTechs accounting department and BPVs board of directors to answer questions and clarify understanding. Board priorities are:
  - The history and use of the 2020 special assessment funds.
  - The allocation of the additional maintenance fees collected in 2022

Old Business:

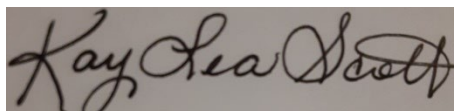
- Rhino Gutter Service cleaned all the unit and garage gutters. They identified areas where the French drains are not working properly due to elevation and where gutters fail because they are either too low or the drip flashing installed by the roofers is not wide enough
- Plumbing preventative maintenance was discussed. The property manager will approach plumbing companies for quotes to repair or replace only those outside faucets needing attention.

- Stair painting, repair and replacement continue to be tabled due to limited funds. The vendors who have inspected the stairs when requested to quote the job have raised no safety concerns requiring immediate attention. Loose boards at unit 22 were secured by a resident volunteer.
- The search for an engineer to inspect unit 21 garage and recommend action to stop the leak continues. One quote from an engineering firm was discussed. Firms require extensive commitment in contracts and funds. For that reason the board requested the property manager to continue to search. Greg will search for less costly engineer candidates.
- The property manager was requested to follow up with her director in regard to a payment made for repairs to the unit 21 garage roof. The repairs did not match the board approved bid but were paid in error. The board was assured the funds would be reimbursed to the association. However, the board has found no indication in monthly reports that the refund has occurred. Karen will follow up on this issue.
- At this time, board members volunteered to clean the pool bathrooms which will save the association \$50 per month.
- Availability of unit keys on the Bay Pointe Villas property was discussed. Although board members agreed maintaining access to all units is a great responsibility, they sited emergency situations where access would have been or could be desirable. The property management companies have requested copies of keys in the past and there is a collection of keys. Kay Lea will meet with residents in each unit to check the keys and collect current license plate ids.
- Jeff Murrill, quarterly meeting chairperson, will be on site on June 6 for the quarterly meeting. The board discussed the success of the last quarterly meeting and decided to make the second meeting a Zoom event.

New Business:

- It is time for dead branches to be removed from the trees on Bay Point Villas property. The board acknowledged our limited funds allow us to do no more than storm preparation tree trimming. President Margaret will contact Peckerhead Tree Trimming who did the work last year to quote this year's needs. Larry will contact Pinellas County about our tree maintenance responsibility in the retention pond area.
- Due to board member schedule conflicts the board will meet at 6:30 p.m. on the third Tuesday of the month going forward. During the summer months, Zoom will be the meeting method. The next meeting is scheduled for 6:30 p.m. Tuesday, June 21.

The meeting was adjourned at 8:05 p.m.



Kay Lea Scott, Secretary