

**BAY POINTE VILLAS CONDOMINIUM ASSOCIATION, INC.**  
**BOARD OF DIRECTORS' MEETING**  
**MINUTES**  
**December 16, 2025**

**TIME:** 6:00 pm

**Location:** Zoom

1. **Call to order** at 6:01 pm by President Kay Lea Scott
2. **Proof of Notice of the Meeting** posted and emailed to all owners
3. **Quorum of the Board:** Kay Lea Scott, President, Jack Bisson, Vice President and Gregg Cuzzucoli, Treasurer, were in attendance.
4. **Read or waive the minutes of the last meeting.** Motion made by Gregg to waive the reading of the minutes from the last meeting. Seconded, by Jack. Motion Carried.
5. **Manager's Report:** Contract addendum with Ameri-Tech was sent to the board; discussed collections for delinquent accounts. Financials were delivered to the Board members. I will verify the procedure for owners to increase their maintenance fees, auto pay and portal.
6. **Financial Report** provided by Gregg: Reserves: Painting \$15,816; Pool \$8451.24; Roof \$4295.52. Paving \$505.02 and Deferred \$967.26; Interest \$453.67
7. **Executive Report:** Newsletter 8 was sent to all owners and posted on the website. Received recommendation from Brian Bennet regarding our irrigation system. Jack discussed the contract addendum with Ameri-Tech, terms for a two-year extension rather than three years and a reduction in the percentage increase.
8. **Old Business**
  - a. Unit 1 stair painting: The Board will contact Carlos about a quote to paint these stairs in January.
  - b. Dumpster Fence: This project will be addressed in the Spring
  - c. Pool repairs: Most of the repairs have been completed except for replacing a rubber hose.
9. **New Business**
  - a. Gutter cleaning: Received a quote of \$780.00 from Xtrim (landscaper) to clean the gutters. Board approved this quote and instructed Gloria to request a date in January for the cleaning of the gutters and to have the landscaper to only mow one time in January.
  - b. Bennett irrigation recommendation: this involves units 9-10-11 on Marina Way. The main irrigation line will need to be inspected, repaired or re-routed. The cost will be from \$1500-\$2500. He cannot confirm the price until the inspection is completed.
  - c. 2026 Projects:
    - Tree trimming: Usually done in April or May before the Hurricane Season starts
    - Stair replacements: Units 10, 18, 20
    - Garage roofsThe board will inspect maintenance needs during a Saturday walk around in January.

**OPEN FORUM:** Paint Codes for the Front Doors; Trimming of Bushes and working on the dead spots near the irrigation control unit and painting of the stairs.

10. Next meeting date is January 27, 2026.

11. Adjournment at 6:45pm

Minutes completed by Gloria Reed, Property Manager