

# BAYBRIDGE HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting  
Wednesday, December 9, 2015

## MINUTES

### **BOARD MEMBERS PRESENT**

Tom Belger  
Clay Jennings  
Gale Larkin  
Michele Harrison  
Dick Baker  
Frank Rainey  
Doug Caddell  
Cheryl Kelley-Etheridge Property Mgmt.

### **Home Owners Present**

Debbie Belger  
Cheryl & Bob Tucker

Guest: Charles Young, Attorney

### **Call to Order:**

Tom Belger, called the meeting to order at 5:30 p.m.

**Roofing Lawsuit:** Charles Young, Baybridge attorney with Emmanuel, Sheppard & Condon, presented an update to the board. Mr. Young provided a brief history of events leading up to the impending trial, scheduled to begin February 1, 2016. Due to attorney/client privilege, no minutes are recorded on the lawsuit.

**Approval of Minutes:** Clay made a motion to approve the minutes of the November 10, 2015 meeting. Frank seconded, and the motion passed unanimously.

### **Financials:**

Cheryl presented the financials for November 2015, Detailing the Income, Revenues \$59,681.43 and Expenses \$40,278.42, Net Income after Reserve transfer was \$14,837.01. Reserve expense: One half of Curb repairs were paid \$9,600.00. Cheryl also detailed a breakdown of Maintenance and Special Maintenance expense. Receivables as of 11/30, there is a credit of \$3,958.10. Dick made a motion to approve the financials, Michele seconded, motion passed unanimously.

### **OLD BUSINESS:**

#### **The Maintenance Tracking Chart:**

Cheryl reviewed new maintenance projects added to tracking form as of December 2nd; Frank asked Cheryl to follow up with owners in need of replacing or painting Garage Doors, as some are in need of painting and repair, list to be updated and letters will be sent to the owners in requirement of Garage door compliance. Beach clean-up was discussed, suggesting a tool to enable for easier pick up for the large boards and many various items that wash up on the beach, especially after the recent storms this fall/winter.

**Landscaping:** Debbie stated that Grassroots Landscaping will submit a proposal to continue the contract next year. Landscaping contracts begin in April 2016, 2 more estimate will be obtained. Grassroots has submitted a proposal for the pavers (Phase III) area by tennis court/parking, for \$2625.00. Debbie will ask Wallace for an estimate also. Winter planting by entrance will be done later this week.

### **Capital Projects Review:**

Due to the extensive maintenance repairs, somewhat wide-ranging from previous year, a detailed breakdown of maintenance by unit # and for common areas was presented. See attached.

**Asphalt & curb repairs-** Project is underway, to be completed by December 14<sup>th</sup>, Asphalt project will be started in early 2016.

**NEW BUSINESS:**

**2016 Budget:** Dick Baker presented the draft, proposed budget for 2016. Included in the discussion were the larger maintenance projects discussed in November, which were ranked by director voting. Included in the 2016 budget are the top four totaling \$26,160, and that list and the others not budgeted for 2016 will be included in the budget with the annual meeting notice to be sent to owners. We anticipate owner discussions about the projects at the meeting. The proposed budget, including the four special projects, would be a dues amount of \$735 starting February. Frank made a motion for the proposed 2016 budget, Dick seconded, all board members voted in favor.

**Other Business:**

**Annual Meeting will be Saturday, January 16, 2016 @9:30 a.m. at the Gulf Breeze Library**

There was no further business and the meeting adjourned at 7:40 p.m.

Respectfully submitted,

Cheryl Kelley  
Association Manager