

Bayberry Lakes Homeowners' Association, Inc.
Board of Directors' Meeting
Thursday, December 2, 2021

Call to Order: The Bayberry Lakes Homeowners' Association, Inc., Board of Directors' Meeting was called to order by President W. Kamer at 7:00PM at the Bayberry Lakes Clubhouse, Daytona Beach, Florida.

Determination of Quorum:

William Kamer	President	Present
Sabrina Zahnen	Vice President	Present
Kristina Sanders	Treasurer	Present
Nathan Ambroziak	Director	Present
Kathleen Ridall	Director	Present
Tom Zahnen	Director	Present

4 Owners present.

Motion made by S. Zahnen, seconded by T. Zahnen, to accept the resignation of K. Medlin; motion carried. Motion made by S. Zahnen, seconded by K. Sanders, to appoint N. Ambroziak as Secretary; motion carried.

Minutes: Motion made by K. Sanders, seconded by K. Ridall, to waive the reading and approve the October 21, 2021 Board of Directors Minutes as presented; motion carried.

Financial Reports: Verbal and written financial reports provided including, but not limited to: Operating \$70,056.03 (10/21), Reserve \$80,729.12 (10/21), KB Homes Settlement \$55,200.01. 3 units in arrears/legal. Motion made by K. Ridall, seconded by S. Zahnen, to approve the financials as presented; motion carried. Management to revisit legal review of leasing, violation legal fees, and 244BL.

Manager's Report: Written report of items completed and/or pending (10/21-present). Meeting/mailer schedule provided for 2022 annual meeting provided.

Committee Reports:

ARC: K. Ridall, Chair, was present. Spread sheet provided of approved ARC applications. Minutes were provided (11/3/21). Approval signage would be a cost to the HOA and an additional task for owners and ARC to distribute and retrieve. The CC&Rs allow for a \$35 ARC application fee. The board is not in favor of moving forward with signage or \$35 fee at this time. Sherwin Williams has supplied color schemes and they are being reviewed by ARC. A report to be presented at Jan. 2022 meeting. Management to contact web provider due to complaints received of difficulties submitting on-line ARC requests.

Neighborhood Watch/Police Detail: M. Royer, Chair, was present.

Block Happenings/Communications: W. Kamer, Chair, appreciated all those that assisted with the recent distribution of the community poinsettias.

Yard of the Month: S. Minor, Chair, absent. 212 Bayberry Lakes was reported as yard of the month. S. Minor is stepping down effective January 2022.

Violation Report: Written violation report provided (11/21). Separate legal report was requested to be provided for any currently in legal. 140 Springberry to be sent correspondence for unlicensed vehicles/underage drivers on the roadway. Members reminded to report to non-emergency police. Total(s) for letters sent from May-September were provided (463).

Unfinished Business:

*Landscaping Projects/Proposal(s):

(1) 265BL is not being mowed by Rountree but by owners. (2) Entrance irrigation repairs previously approved has been post-poned following additional review (\$1,041). (3) Previously approved monument planting (\$686) and annuals to be delivered/installed within the month. (4) Motion made by S. Zahnen, seconded by N. Ambroziak, to approve landscaping improvement project at clubhouse, entrance signs, entrance mediums, 4 way medium and Tournament (back of sign) in the amount of \$845.00; motion carried. (5) Motion made by K. Sanders, seconded by S. Zahnen, to approve \$350 for 10 feet cut back of area closest to 527BL; motion carried. (6) Addendum to contract to include tree trimming services for LPGA wall in the amount of \$4,710/year was tabled pending front wall painting project 2022. (6) Several oleanders are in need of replacement at guard shack.

(2) Rountree and Fullerscape provided proposals. Review of proposals occurred (mowing/fert/mulch/annuals/palms). Rountree \$5,307.51 (includes 5% increase)/Fullerscape \$5,400.00. Rountree to continue services and update contract to include continuing to maintain the back entrance/Tournament that was recently cut back yearly and include area(s) closest to 527BL.

New Business:

*Adoption of 2022 Proposed Budget: Motion made by K. Sanders, seconded by K. Ridall, to adopt the 2022 Proposed Budget as presented (\$525/year); motion carried. Management to place coupon order with Synovus to forward coupon/adopted 2022 budget to owners.

*Pool Restroom Fobs: Proposal received to match existing FOB system in the amount of \$8,178. Management to obtain proposal for combination locks which could be changed yearly. Management to obtain proposals for complete new entrance system (clubhouse/pool/basketball/restrooms(s)).

*Pool Equipment: Compac Filtration approved 11/11/21 in the amount of \$4,883.65. At this time, electrician is re-building box and motor delivery anticipated next week. Installation to be completed prior to December 24th.

*Entrance Holiday Decorations: N. Ambrosiak requested to decorate entrance(s) if possible. Submit receipts up to \$500.

Board Member Remarks/Resident Participation:

*W. Kamer requested additional board assistance due to upcoming business travel.

Next Board Meeting Date: January 27, 2022

Adjournment: Motion made by K. Ridall, seconded by K. Sanders, to adjourn the Board of Directors' meeting at 8:05PM: motion carried.