# BRIDGEPORT COLONY HOMEOWNERS ASSOCIATION

## Annual Membership Meeting Minutes

**November 15, 2025**

---

## 1. Call to Order

The 2025 Annual Meeting of the Bridgeport Colony Homeowners Association was called to order at 4:07 p.m. on November 15, 2025, by President Maureena Guy Lysaght. The President welcomed all members in attendance and thanked them for participating.

---

## 2. Verification of Quorum

Members were asked to sign in or submit proxies upon arrival.

Secretary Megan Belikoff was unable to attend; therefore, Rich Huffnagle and Kevin Gordey conducted quorum verification.  John Lysaght captured the minutes.

A quorum of 53 lots is required.

Quorum was confirmed, and the President declared the meeting properly convened in accordance with Florida Statute 720 and the Association's governing documents.

---

## 3. Approval of Prior Minutes

The 2024 Annual Meeting Minutes were posted on the Association website for member review.

- Motion: To approve the 2024 Annual Meeting Minutes as presented.
- Second: Received.
- Vote: Motion passed by majority vote.

---

## 4. President's Report (Old Business)

President Maureena Guy Lysaght provided an update on completed and ongoing projects:

### Completed & Ongoing Maintenance

- Restoration of all community street signs to original appearance, extending lifespan an estimated 10–20 years.
- Landscape lighting repairs at the entrance and pool area in progress.
- Repairs completed on the front entrance 8-ft privacy fence and sections of the 6-ft pond fence and gate; lumber carries a 10-year warranty from Crestview Wholesale.
- Exit gate operator replaced; keyboards and receivers repaired.
- Emergency shut-off button installed in the men's restroom:
    - Cuts power to the pool and gates; gates default open.
    - Members must notify the Board if activated so systems can be reset.
- Large sinkhole repaired at Summerbrooke Park Rd. and Barley Port caused by underground drainage pipe failure.
- Front entrance sprinkler pump and grounding door replaced.

### Volunteer Acknowledgments

The President recognized the following volunteers:

- Rich Huffnagle – repaired the pool water fountain.
- Amy Burgess – cleaned bathrooms after a severe infestation caused by discarded food in the trash cans.
- Jean Delveau – decorated the front gates for Christmas.
- ARB Committee Volunteers:
    - Liz Robinson (Chair)
    - Ron Sacco
    - Rich Huffnagle
    - Hollis Tompkins
    - Brian Belikoff
    - Amy Burgess

---

## 5. Treasurer's Report & Reserve Fund Vote

Treasurer Cat O'Bannon presented the report.

### Budget & Financial Review

- 2025 financial statements and the proposed 2026 budget were posted on the website and the front bulletin board.
- 2025 year-end expenses were provided as estimates.

### Member Questions & Responses

- Financial audit: Treasurer confirmed an audit is not required because the Association's budget is below the statutory threshold.
- Payment drop box: Will be available at 1795 Bridgeport Colony.
- Road fund deposits: President and Treasurer verified that $20,000 has been deposited annually since 2015.
- Predicting future dues increases: Members were advised that the Board cannot predict future assessments; they are approved annually.

### Dues Information

- Invoices will include a Zeffy payment link and QR code.
- Dues deadline: February 1, 2026.
- Late fees: 18% interest begins after that date.

### Reserve Accounts – Membership Vote Required

The Board recommended creating two new restricted reserve accounts:

---

### (1) Gate & Security Equipment Reserve

- $4,000 transferred from operating funds in 2025.
- $2,000 transferred annually beginning in 2026.
- Funds may be invested in CDs or bonds.

### (2) Pool & Pool Building Reserve

- $4,000 transferred from operating funds in 2025.
- $2,000 transferred annually beginning in 2026.
- Funds may be invested in CDs or bonds.

Membership Discussion: Confirmed that funds in each reserve may only be used for their designated purpose unless a majority vote of the membership authorizes other use.

### Membership Vote – Reserve Accounts

- Motion: To approve creation and funding of both new reserve accounts.
- Second: Received.
- Vote: Approved by majority vote, with two (2) opposed.

---

## 6. New Business

### Neighborhood Workdays & Volunteer Coordination

Board Member Daryl Gunn was not present during this portion of the meeting.

The Association will need volunteers for upcoming community workdays.

Daryl will select dates and coordinate volunteer participation.

---

### Fines & Violations Committee (Required by F.S. 720)

A statutory Violations Committee is being established.

- Chair: Brien Smith
- Volunteers:
    - Bill Sacovitch
    - Annette Klabuhn
    - Kerri-Ann Grant
    - Katelyn Lambert
    - Miles ?
    - Kevin Gordey

---

### Feral Cat Program – Information Only

Overview of a potential partnership with SOCKS and the Animal Protection League:

- Spay/neuter costs: ~$90/male, ~$100/female.
- Okaloosa County estimates ~36,000 feral cats.
- SOCKS has only 7 available traps for the entire county.
- Sick cats are humanely euthanized; healthy cats are sterilized, vaccinated, and released.
- Newport HOA neighbors have expressed interest in joining this effort.
- Members were invited to participate in planning and coordination.

---

### Membership Vote Items

The following items required member votes (not Board votes):

1. 2026 Annual Dues & Road Fund Options
2. Reserve Accounts (completed earlier)
3. Board Elections

Member questions were invited and limited to three minutes each, in accordance with governing documents.

---

## 7. Member Questions / Open Forum

General discussion occurred relating to updating and revising the community covenants.

Members were reminded to turn in proxies and ballots to Rich Huffnagle and Kevin Gordey.

---

# 8. Voting Results

(Recorded after ballot and proxy counting was completed.)

### Board of Directors – 2026–2027 Term

- President: Maureena Guy Lysaght
- Vice President: Rich Huffnagle
- Secretary: Megan Belikoff
- Treasurer: Catherine O'Bannon

---

### Road Fund Options – Membership Vote

Option 1 – PASSED by Simple Majority

- Option 1: 36 votes
- Option 2: 7 votes
- Abstentions: 23 votes

#### Approved Road Strategy (Option 1)

- Reseal roadways in 2026 (~$47,700).
- Postpone full milling and repaving until 2030.
- Increase annual road-fund contributions to $60,000–$70,000 starting in 2026.
- Increase annual dues to $1,300.
- Place current road-fund reserves in short-term CDs or Bonds to earn interest.

---

# 9. Adjournment

- Motion: To adjourn.
- Second: Received.
- Vote: Motion passed unanimously.

The meeting was adjourned at 5:17 p.m. on November 15, 2025.

---

## Submitted By:

John Lysaght Jr.