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# **BRIDGEPORT COLONY HOMEOWNERS ASSOCIATION**

## **Annual Membership Meeting Minutes**

**November 15, 2025**

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### **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 Maureen Guy Lysaght. The President welcomed all members in attendance and thanked them for participating.

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### **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.

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### **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.

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

President Maureen 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

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## **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:

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### **(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.

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## **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.

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## **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

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## **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.

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## **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.

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## **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.

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## **8. Voting Results**

(Recorded after ballot and proxy counting was completed.)

### **Board of Directors – 2026–2027 Term**

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

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### **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.

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## **9. Adjournment**

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

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

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**Submitted By:**

John Lysaght Jr.