

Bayberry Lakes Homeowners' Association, Inc.  
**Board of Directors' Meeting Minutes**  
Wednesday, June 26, 2024 – 6:00PM

CALL TO ORDER: The Bayberry Lakes Homeowners' Association, Inc., Board of Directors' Meeting was called to order by President W. Kamer at 6:01PM at the community clubhouse.

DETERMINATION OF QUORUM:

William Kamer	President	Present
Sabrina Zahnen	Vice President	Absent
Richard Lowes	Secretary/Director*	Present
Kathleen Ridall	Director	Present
Karen Baum	Director	Present
1 Director Vacancy		
Selina Ahmadzadeh	CAM	Present
3 Owners Present		

READING OF MINUTES: Motion made by K. Baum, seconded by K. Ridall, to waive reading and approve the minutes of 5/2/24; motion carried.

FINANCIAL REPORTS:

- BALANCES: Verbal and written financial reports provided as of 5/31/24, including but not limited to: Balance sheet reflecting an operating balance of \$136,114.35, Reserve balance of \$69,134.54; Profit & Loss Budget Performance.
- OUTSTANDING FEES & LATE NOTICES/COLLECTION REPORT: Customer Balance Summary showing Seven owners are in legal for past due assessments. Motion made by K. Ridall, seconded by K. Baum, to approve the financials as presented; motion carried.
- Management made a recommendation to the board for consideration of CDs to earn interest on cash available on hand between operating & reserves. Lengthy discussion occurred. Management to provide monthly average expenditures to the BOD.
- Motion made by K. Ridall, seconded by R. Lowes, to approve the investment of \$50,000.00 from the operating funds into the best rate(s) on short term CDs available & the same amount from reserve funds into the best rate(s) on long term CDs available; motion carried.
- FIVE MINUTES OPEN FLOOR: No participation.

MANAGERS REPORT: Written report of items completed and/or pending along with violations report. Management to work on a newsletter for board review and approval.

- SECRETARY/TREASURER POSITION: By-laws state that the two positions cannot be combined. Therefore, a motion was made by K. Ridall, seconded by K. Baum, to accept R. Lowes as Treasurer, leaving secretary open; motion carried.
- OPEN LEGAL MATTERS: Two open legal matters remain: one regarding an ARC violation & the other regarding late fees/dues. Legal is working with the board and management on these issues.
- July 4<sup>th</sup> Holiday Schedule provided; 2024 meeting schedule provided; annual/budget meeting/mailer schedule provided; and hurricane contact sheet.

COMMITTEE REPORTS:

- ARC: K. Ridall present and previously provided an ARC guideline for review regarding Driveway Extensions; to be discussed under unfinished business.

NEIGHBORHOOD WATCH/POLICE DETAIL: Nothing to report but W. Kamer reminded all how important it is to lock vehicles, doors, and to be aware of your surroundings. He has heard reports of recent car break-ins in the area.

BLOCK HAPPENINGS/COMMUNICATIONS: W. Kamer stated that Stacy Cantu, City Commissioner, has offered to host an event at the BBL clubhouse for the community. More information to come!

YARD OF THE MONTH: Volunteer needed! New sign to be ordered by management.

#### UNFINISHED BUSINESS:

- DRIVEWAY EXTENSION: K. Ridall presented a proposed Driveway Extension Policy to accommodate the requests received from homeowners. Lengthy discussion occurred. After lengthy discussion, a motion was R. Lowes, seconded by K. Baum, to adopt the proposed driveway extension policy as presented; motion carried. Management to finalize and distribute final version.
- VOTING DAYS: Agreement reflecting dates provided again.

#### NEW BUSINESS:

- Election Polls at Clubhouse: Polling place agreement has been signed and returned. Management to block off polling dates for any clubhouse rentals. Team RounTree to be contacting to place cones/no parking signs on grass areas surrounding clubhouse. Management to contact Daytona Beach Police Department and request extra patrol during voting hours.
- Police Detail: Community Facebook page receiving a lot of push back from owners. A discussion occurred with the Board about stopping or continuing the special police detail 3 times per month, 2 hours per day. Motion made by K. Ridall, seconded by K. Baum to continue the special detail with same schedule; motion carried.

#### BOARD MEMBER REMARKS:

- International Tennis Drive needs repairs/repaving as well as the roads within Bayberry Lakes.

#### RESIDENT PARTICIPATION:

- Cost on police detail. B. Kamer answered police detail rate is \$40.00/per hour.
- Was the Pickleball voted on by membership. B. Kamer answered, no membership vote needed.

ADJOURNMENT: Motion made by S. Zahnen, seconded by K. Ridall, to adjourn the Board of Directors' meeting at 6:32PM: motion carried.

NEXT MEETING: May 2, 2024, at 6PM, Annual Meeting of Membership.