

Bayberry Lakes Homeowners' Association, Inc.
Board of Directors' Meeting
Thursday, August 19, 2021

Call to Order: The Bayberry Lakes Homeowners' Association, Inc., Board of Directors' Meeting was called to order by President W. Kamer at 7:10PM at the Bayberry Lakes Clubhouse, Daytona Beach, Florida.

Determination of Quorum:

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

Minutes: Motion made by S. Zahnen, seconded by K. Sanders, to waive the reading and approve the June 24, 2021 Board of Directors Minutes as presented; motion carried.

Financial Reports: Verbal and written financial reports provided including, but not limited to: Operating \$102,899.17 (07/21), Reserve \$78,555.81 (75/21), KB Homes Settlement \$55,409. 5 units in arrears/legal. Motion made by K. Ridall, seconded by S. Zahnen, to approve the financials as presented; motion carried.

Manager's Report: Written report of items completed and/or pending (06/21-present). Hurricane preparedness and vendor contact list provided.

Committee Reports:

ARC: K. Ridall, Chair, was present. Written minutes were provided.

Neighborhood Watch/Police Detail: M. Royer, Chair, was present and provided a verbal and written report.

Block Happenings/Communications: W. Kamer, Chair, reported scheduling of a Veterans fund raising 5k event on or about October 30, 2021. Management to confirm availability of clubhouse.

Yard of the Month: S. Minor, Chair, absent.

Violation Report: S. Clifton, CFCAM, provided a written report of violations pending to date. Management does not charge per violation letter as rumored. A first letter is sent, a second letter is sent, a third letter is sent certified advising to remedy or possible legal. Management requested to photograph violations. The Rules and Regulations previously approved by the Board of Directors are, in fact, enforceable. K. Ridall and K. Sanders volunteered to review posted Rules and Regulations for updates regarding ordinances.

Unfinished Business:

*Garage Sale Banners: Completed.

*Inoperable Fountain Removal: Completed.

*Tournament/LPGA – Traffic Lights: Completed.

*Clifton Management: Per prior discussions, management requested increase due to Florida Min. Wage Law effective Sept. 1, 2021. W. Kamer noted contract increase in effect for Jan. 1, 2021 in the amount of \$16.83. This was reduced from request. Motion made by K. Sanders, seconded by K. Medlin, to approve the Florida Amendment 2 increase in the amount of \$74.64 effective Jan. 1, 2022; motion carried.

NEW BUSINESS:

*Landscaping Proposal(s): Management report Rountree recently reported 4-5 employees recently diagnosed with Covid. Motion made by S. Zahnen, seconded by T. Zahnen, to approved Rountree in the amount of \$686 for landscaping improvements at the entrance monuments; motion carried. Management to provide landscaping with the following: Schedule for palms on International Tennis Drive due for trimming, request scheduling for replacement of recently removed palm under warranty, diagnosis 2 additional palms for possible disease, along LPGA is in need of immediate attention, rain day cancellations are to be made up within the same week, retaining wall recently installed is washing out, entrance at Tournament request for additional funds denied as overgrowth is a result of Rountree's failure to maintain. However, the board will authorize some funding for clean out but not the \$1,386 proposed. Management to contact 3 landscaping vendors for proposals. Rountree has stated a 5% increase in 2022 due to labor and material cost increases.

*2022 Budget Workshop: Meeting scheduled was mis-communicated between board members and Clifton. K. Ridall, K. Sanders, Clifton to reschedule. Board to host budget workshop following its October 28, 2021 Board meeting. Management to provide budgets reflecting \$515, \$525, and \$550 per year for review. Management to provide vendor reports highlighting (literally) bottom figures for accurate expenses in 2021 to date for workshop.

*2022 Community Projects: Board members to be prepared for 2022 community project suggestions at budget workshop. Exterior clubhouse restrooms in need of renovations. Management to seek information regarding bonding/insurance for board member, N. Ambrosiak, to be able to bid on project. Management to seek proposals from outside licensed/insured contractors for project. Management to contact FOB company for proposal to install systems on restrooms doors.

Board Member Remarks/Open Forum:

*Pressure washing of all city owned common area sidewalks was reviewed again. Sidewalk repairs are the responsibility of the City. Pressure washing currently occurs at clubhouse and entrance. It is too costly to pressure wash all common area sidewalks that are city. Management to contact City to advise that repairs made to areas being effected by reclaimed water run offs are not stopping the issue.

Next Meeting: October 28, 2021

Adjournment: Motion made by S. Zahnen, seconded by T. Zahnen, to adjourn the meeting at 8:05PM; motion carried.