

**BAY OAKS HOMEOWNERS ASSOCIATION, INC.**  
A Corporation Not-for-Profit

**MIINUTES OF THE MEETING OF BOARD OF DIRECTORS**  
**November 14th, 2016**

A *REGULAR MEETING* of the Board of Directors was held at The Mount Carmel Catholic Church, located at 425 S. Tamiami Trail, Osprey, Florida.

The meeting was called to order by the President, Jeff Cole at 6:30 P.M.

Notice of the meeting was sent to each Director and posted on the property prior to the meeting in accordance with the Bylaws of the Association and the requirements of the Florida Statutes. The following Directors were present,

Jeff Cole, Sharon Morea, Elsie Merrill & Bruce Nitsche. Jerry Cooper Was absent

A quorum was declared to be present.

Brian Rivenbark from Sunstate Management was in attendance.

**UNDER THE HEADING OF APPROVE MINUTES:** On a motion by Elise Merrill, seconded by Sharon Morea, the minutes of the October 17, 2016 meeting were unanimously approved.

**UNDER THE HEADING OF TREASURER'S REPORT:**

- As attached to these corporate documents Sharon read from the October financials.
- Brian noted to the Board that there is currently a \$6500 surplus and the bank statement ending October 31 shows \$53,000 in operating.
- Jeff Cole reported that he received three bills from attorney Uhlrich totaling approximately \$1,000.

**UNDER THE HEADING OF OWNER'S COMMENTS:**

- Home owner asked for a variance request for a new fence. Bruce gave the homeowner a variance request form to complete.

**UNDER THE HEADING OF COMMITTEE REPORTS:**

- A. WELCOME COMMITTEE: Don Johnson reported that there have not been any new homeowners reported to him
- B. SUNSHINE COMMITTEE: Bruce reported that a condolence card was sent to Debbie Moran for the passing of her father
- C. LADIES LUNCH: The next Ladies Lunch will be held at Susan Ray's house. Currently 24 people have RSVP'd.
- D. YARD OF THE MONTH: Bruce reported that 801 Oak Pond Dr was the Yard of the month for December

**UNDER THE HEADING OF COMPLIANCE AND VARIANCE:**

- A. COMPLIANCE: Brian reported that he scheduled a meeting with the Appeals Committee for the imposed fine on 519 Oak Bay Dr. Brian stated that we did not get a quorum of the members so the meeting was cancelled. Brian stated that he will go off the procedure and call the homeowner to inform him of the violation as it did appear that some of the home 's exterior fascia had been cleaned and the owner was making a slight attempt to correct the issues.  
Brian's next compliance run will be done on November 17  
Jeff stated that he would like to reduce the time it takes to send a homeowner to the Appeals Committee. Brian stated that the Board could pass a policy update the violation process so that the 1<sup>st</sup> letter will be a 30-day correction time, the second letter will be a 14-day correction time and the 3<sup>rd</sup> letter will require 7 days to correct.
- B. VARIANCE: The Board approved a variance for a new roof at 591 Pine Ranch East.  
The Board approved a variance for new house paint at 515 Oak Bay Dr.

**UNDER THE HEADING OF OLD BUSINESS:**

- Brian stated that he has contracted the tree trimmer to trim the pepper trees behind 500 Oak Bay Dr. The trimming is scheduled to be done on November 17 or 18.
- Swiftmud recertification is in motion and the cost is \$1,000.

**UNDER THE HEADING OF NEW BUSINESS:**

- Brian presented the 2017 proposed budget to the Board.
- Some small changes to the Budget were made including raising the professional fees to \$3,500. Brief discussion followed regarding the budget.
- A **MOTION** was made by Elsie and seconded by Sharon to approve the 2017 budget at \$250 annually. **Motion passed unanimously.**
- Bruce stated that the invoices should be sent out by the end of November.
- Sharon stated that three houses are currently for sale: 623 Pine Ranch East at \$375,000, 834 Oak Pond Dr at \$385,000 and 597 Pine Ranch east at \$398,000. There were two homes that have closed and they were 590 Oak River Ct. in June and 518 Oak Bay Dr. in July. The average selling price is \$172 per sq. ft.
- Jeff asked Brian to send a letter to 583 Pine Ranch Rd. for some carpet left on the side of the house and the garbage cans left at the front door.
- The December meeting was changed to December 12th because we would not have a quorum on the third Monday.

With no further business before the Board, a motion was made and seconded to adjourn the meeting at 7:20 P.M.

Respectfully submitted,

*Brian Rivenbark/LCAM*

**Sunstate Association Management Group**

For the Board of Directors at

Bay Oaks Homeowners Association