

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

**MIINUTES OF THE MEETING OF BOARD OF DIRECTORS**  
**January 16th, 2017**

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 Vice Chair, Bruce Nitsche 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,

Elsie Merrill, Sharon Morea, Jerry Cooper & Bruce Nitsche. Jeff Cole 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 Jerry Cooper, seconded by Sharon Morea, the minutes of the December 12, 2016 meeting were unanimously approved.

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

- Sharon reported that the financials look good.
- Brian reported that Bay Oaks will have a surplus of \$5617.42 for the year end of 2016.
- Sharon stated that there was \$55.00 left in petty cash.
- Brian discussed the Accounts Receivable report showing 42 residents who have not paid their annual dues as of January 16<sup>th</sup> 2017. Brian stated that he will send out 30 day late notices on February 1 2017 for collections. Brief discussion followed regarding the collection process.

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

- None

**UNDER THE HEADING OF COMMITTEE REPORTS:**

- A. WELCOME COMMITTEE: No report
- B. SUNSHINE COMMITTEE: Bruce reported that food was sent to 570 Pine Ranch East for a death in the family.
- C. LADIES LUNCH: Sharon reported that the Ladies Lunch was held at Olive Garden on January 12<sup>th</sup> 2017
- D. YARD OF THE MONTH: Bruce reported that 587 Pine Ranch East was the Yard of the month for February.

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

- A. COMPLIANCE: Bruce reported that Brian and he did the compliance drive through on January 12<sup>th</sup>.  
Brian stated that 837 Oak Pond Dr. is up for a fining review for dead grass. The homeowner has not responded to any of the violation letters sent.
- B. Brief discussion was had regarding the violation at 837 Oak Pond for dead grass. A **MOTION** was made by Elsie and seconded by Jerry to levy a \$500 fine for dead grass at 837 Oak Pond Dr. **Motion passed unanimously.**
- C. VARIANCE: Bruce reported that two variances were submitted. Both requests were completed before this meeting. One was at 530 Oak Bay Dr for new painted driveway. The other was at 506 Oak Bay Dr for a new roof. Both were approved.

**UNDER THE HEADING OF OLD BUSINESS:**

- The Board had a discussion regarding the tree fort at the end of Oak Pond Dr. Brian stated that he went out on Saturday January 7<sup>th</sup> and placed a note with his business card to have the fort removed immediately.

**UNDER THE HEADING OF NEW BUSINESS:**

- Annual Meeting: Brian stated that the second notice of the annual meeting will be sent out on January 20<sup>th</sup>, the mailer will consist of the agenda, proxy and 2017 annual budget. A note will be made that the meeting will be in the Church Hall instead of the normal meeting area.
- Bruce stated that the street gutter cleaning will be brought to the membership and discussed at the annual meeting.

With no further business before the Board, a motion was made and seconded to adjourn the meeting at 7:23 P.M.

Respectfully submitted,

*Brian Rivenbark/LCAM*

**Sunstate Association Management Group**

For the Board of Directors at

Bay Oaks Homeowners Association