

Southport on the Bay

Bonita Springs, Florida

Minutes of a Budget Adoption Meeting of the Board of Directors **Southport on the Bay** **Held on November 16, 2009**

A Budget Adoption meeting of the Board of Directors of Southport on the Bay was held on November 16, 2009 at Barefoot Beach Gate House.

DIRECTORS PRESENT:	Dr. Jim Fountain	President
	Kevin Yankow	Vice-President
	Bill Whittingham	Secretary
	Lorraine Andrews	Treasurer
	Christopher Hawley	Director
	Bill Zwicker	Past President

ALSO PRESENT: Gloria Norman, R & P Property Management

CALL TO ORDER

Noting that a quorum was established, the meeting was called to order at 4:30 p.m. by Dr. Fountain.

PROOF OF NOTICE

Notice of the meeting was posted in accordance with Florida State Statutes.

REVIEW OF MINUTES

A motion was made by Kevin Yankow to approve the minutes of the Board of Directors Meeting of October 26, 2009, with corrections made by Kevin the motion was seconded by Bill Whittingham and it passed unanimously.

BUDGET ADOPTION FOR FISCAL YEAR 2010

Lorraine presented Budget notes and proceeded to address the entire budget with the board. (see attached) A motion to accept and approve the proposed budget was made by Chris Hawley, seconded by Bill Whittingham and the vote was unanimous. The budget was signed and given to Gloria to expedite.

LETTER TO LOT 30 OWNER-REMOVE BOAT LIFT EQUIPMENT

A letter will be generated by Gloria to the owners of Lot 30 requesting the removal of the Boat Lift equipment that has been on the lot for over a month.

LETTER TO LEASOR, AND LEASEE LOT 34-DESIST FROM PARKING TRUCK WITH COMMERCIAL LETTERING ON PROPERTY

A letter will be generated by Gloria to these owners and to the occupant

LETTER TO LOT 17 OWNER- DESIST FROM PARKING TRUCK WITH COMMERCIAL LETTERING ON PROPERTY

A letter will be generated by Gloria to owners

LETTER TO 74 SOUTHPORT COVE REGARDING BOAT PARKED IN FRONT OF RESIDENCE FOR 2 DAYS.

A letter will be generated by Gloria to owners.

DIRECTOR CONTRACTOR PROCEDURES REITERATION

a. Director may contract directly for up to \$500 liability for Association, with concurrence of Treasurer

Any non- emergency expenditures over \$500 need a vote of the Board and three bids then given to Lorraine for approval. If in doubt, contact Treasurer for information.

LETTERS FOR MAINENANCE BILL TO OWNERS FOR VACANT LOT EXOTICS REMOVAL

Lorraine expressed concern regarding the payment of the exotic removal and the direct billing being done by Greenway. If the owners fail to pay Greenway, the Association may have to incur the bill. There are 9 properties that she observed had a payment total of \$4800.00. Dr Fountain and Kevin discussed that if in fact these bills were not paid, they would be added to the statements of the specific owners. In the future if any mailings were to occur, the letters need to be sent certified to assure delivery to owners. Also, as per the Newsletter sent with the First Notice of the Annual Meeting, information regarding the “coin vine” and other exotics on other than undeveloped lots was sent. It is the decision to give this to owners for their maintenance on properties. It has been suggested that a qualified individual or arborist review the lots that are undeveloped again in 2 years to see their condition, and to get a quote to find out the cost factor in removing the exotics from them. Bill Whittingham will present information regarding this at a meeting after the first of the year.

EXTENSION OF MAIL BOX PAINTING CONTRACT

Kevin explained that the mail box painting has taken longer than anticipated and the Painter stated he can have all of it completed by November20th, and was asking for the extension of time on his contract. After some discussion, a motion was made by Dr. Fountain to extend the contract to December 15 with the stipulation that 2 Board Members would do a punch list before payment is made. This was seconded by Kevin and the vote was unanimous.

COMMITTEE REPORTS

Kevin reported that the Master Association is working on the completion of the Guard Gate and mentioned that there would not be matching shutters, but there may be the possibility of some ½ shutters installed. Bill Whittingham showed pictures of some possible planting pots with Palms and flowers to decorate the exterior.

The finances are looking good. The water supply for the trees on the boulevard is being scrutinized to see if larger meters will lower the cost factor in the maintenance of the trees.

REINSTATEMENT OF THE RULES AND REGULATIONS

Discussion about the Rules and Regulations and integrating all information together to form a better format and insure that the information is correct and up to date. It was suggested that a committee be formed to address this project and get this together after the first of the year. Dr. Fountain asked that anyone who had copies of the Rules and Regulations send them to him to review. With regard to ARB requests and information, it has been beneficial for the Board to have a member on the ARB committee to keep up with their meetings. There was information obtained that one of the ARB members wanted to implement a fee for extra equipment on a jobsite such as a cherry picker. It has been determined that this information needs to be in front of the Board and in the future, the minutes from the ARB meetings MUST be presented to the Board.

NEW BUSINESS

Entrance landscape

Bill Whittingham wanted to do some landscaping at the front of the entrance with the replacement of the Ixora at the Entrance sign, fill in the beds with the existing type of ferns and replace the pentas with impatiens. Discussion was made and he will implement these with the stipulation not to exceed a price of \$700.00

Newsletter (see attached)

The newsletter gives information to the homeowners about the exotics removals and suggestions on what to do on their existing property as well as the vacant lots. Sites are accessible for owners to look at the problem types of plants.

Southport License Plate

Bill Whittingham brought an ID license plate that he thought some owners may want to purchase. He will take it to the Annual Meeting and see who may want to purchase them. The forms can be sent with the second notice of Annual Meeting and payments will be given to the person now handling the gate clickers.

Dr. Fountain mentioned that he would be working on the Christmas Decorations on Saturday, the 28th of November and would appreciate volunteers to assist.

Kevin asked if an updated email list could be done and to have an information sheet sent out with the Annual Maintenance forms by the bookkeeper.

NEXT MEETING DATE

The next meeting date is the Annual Meeting which is Saturday, January 23, 2010 at the Barefoot Boat Club at 10:00 a.m. Kevin will be presiding over the meeting.

ADJOURNMENT

With no further business to conduct, a motion was made Lorraine to adjourn the meeting at 6:20 p.m. second by Bill Whittingham.

Respectfully submitted,

Gloria Norman, Manager

Secretary