

**BAY TOWNE PROPERTY OWNERS ASSOCIATION, INC.
BOARD OF DIRECTOR'S MEETING
JANUARY 8, 2008**

CALL TO ORDER:

President Scott Cooper called the meeting to order at 7:05 P.M. Other Board members present were Vice President Bill Wadsworth, Treasurer Allan Mikoff, Secretary Shari Staudt and Director Sandie Spangler. Paula Neilson, Property Manager, and Al Freida President of Resource Property Management were also present. Board members present represented a quorum.

PROOF OF NOTICE:

Proof of notice was posted on Monday, January 7, 2008.

MINUTES:

Sandie Spangler made a motion to waive the reading and approve the December 2007 minutes as presented. Bill Wadsworth seconded the motion. Motion passed unanimously.

TREASURER'S REPORT:

Sandie Spangler made a motion to approve the treasurer's report as read. Shari Staudt seconded the motion which passed unanimously.

Claim of Lien:

Shari Staudt made a motion to approve the claim of lien for Unit #47. Allan Mikoff seconded the motion which passed unanimously.

Establish Limit on Non Recurring Expense:

Shari Staudt made a motion to allow a Board member with approval by email or telephone by other Board members to spend a maximum of \$500.00 for a non recurring expense. Sandie Spangler seconded the motion. Motion passed unanimously. This expense would be recorded in the following month's minutes.

MANAGER'S REPORT:

Please see attached report.

COMMITTEE REPORTS:

Architectural:

Peter Basilicato reported 305 Plymouth was approved for window replaced. Peter also requested the List of Architectural Standards to be added to our web site.

Landscaping:

This project was tabled due to the painting in progress.

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Building and Grounds:

Maintenance shed project is in the process of final repairs.

Communications:

No report given at this time.

Neighborhood Crime Watch:

No report presented.

OLD BUSINESS:

Painting Project:

The painting project is on schedule. We still have the problem of the fourteen roofs in need of replacement. These roofs have never been replaced to our knowledge and therefore still have sub standard plywood in existence. Paula will contact roofing consultant, Doug Cardoza, for his opinion on one of the roofs in question.

Pool Deck:

The pool project should be completed within two weeks. The Board was advised the pool heater was not working. Paula will contact a repairman.

Miscellaneous Items:

Towing:

Peter Basilicato reminded the Board Weeks Towing Company had not returned numerous calls requesting their service to install the required signs. Paula was asked to contact other towing companies.

Dumpsters:

Unit owners have requested the dumpsters be enclosed with gates. Allan Mikoff stated from past research this would cost approximately \$1,000.00 per dumpster and we may qualify for a grant under city beatification.

Shari Staudt requested Brigitte Davey and other volunteers review the dumpsters giving their report to Allan to present to the Board.

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Recreation Building:

The Board was advised the air condition was not working. Paula will contact the repairman.

NEW BUSINESS:

Delinquency Policy:

Paula explained Resource Property management's delinquency policy. Delinquent owners are sent a reminder after thirty days and again at forty-five days. If full payment is not received within this time the delinquency is then turned over to the attorney for collection and liened at ninety days.

Insurance:

Bill Wadsworth stated his opinion of the Willis Protection Program. He stated his research explained this was an insurance pool which put Bay Towne at a high risk should a hurricane hit and the pool run out of money.

After hearing Bill's report the Board requested Paula to obtain proposals from other insurance companies.

Leave of Absence:

President Scott Cooper gave the Board notice for a leave of absence for the months of February and March due to family issues.

ADJOURNMENT:

With no further business before the Board Shari Staudt made a motion to adjourn. Sandie Spangler seconded the motion which passed unanimously. The meeting adjourned at 8:15 P.M.

Respectfully submitted by,
Shari Staudt, Secretary