

Summerfield at Bayside Lakes Homeowners Association, Inc.  
Board of Directors Meeting  
December 12, 2023  
5:30 PM  
Recreation Center Clubhouse  
2051 Bramblewood Circle  
Palm Bay, FL 32909  
Via Zoom Session\*

## Minutes

1. **Call to Order:** President Robert Stise called the meeting to order at 5:30 PM. A quorum was established with 5 board members in attendance.

2. **Proof of Meeting Notice:** Notice was posted on the electronic message board at the exit to Summerfield, however less than the required 48 hours.

3. Marie was asking for the meeting to be postponed because the Proof of Notice Meeting was less than 48. After a quick vote the Board decided to vote to proceed with the meeting, 4 to 1 with Marie voting no.

4. **Reading / Waive reading of the November 14, 2023, minutes:** A motion was made to waive the reading of the minutes of the November 14, 2023, meeting and the motion passed unanimously.

5. **Management and Committee reports:**

**Financial:** Joy provided the end of November financials. We have \$33,255.51 in our operating account, \$219,418.96 in our reserves for a total of \$252,674.47. Joy also mentioned we have 2 homeowners that have not paid their HOA dues, the house going back into foreclosure and 1784 Windbrook.

6. **900 Gardenbrook noise violation:** Robert asked Joy to write a generic note telling them no to be blasting loud music late at night. This is not an official letter just trying to be reasonable and discreet to their neighbors. It is just a notice to have them modify their behavior and be nice to the neighbors. Marie made the point that there is nothing in our docs and we have to be careful what time we time people they stop making noise. We cannot make our own rules, this is a holiday times and the city allow music to be plaid until 10 PM.

7. **Speeders inside Summerfield:** The Board unanimously agreed we see about the same pattern, with some occasional speeders and many residents who have slowed down.

8. **Pets pooping on sidewalks:** This pattern has increased. There is no real solution other than putting a sign by the sidewalk.

Items the Board members want to add/Discuss: Marie mentioned that she requested 2 items to be added in the agenda and there were left off, the newsletter and the welcome package. Marie mentioned that when she was secretary, she sent a newsletter on a regular basis, it was very well received and had some good information along with pictures of the community. Marie added she sent Joy an email through the Summerfield email address and there were over 40 emails that were not read. When she was secretary Marie replied to the emails and when she was removed from the job the ball was dropped. Robert said we need to do a better job about that.

Stephan mentioned he just emailed the newsletter prior to the meeting, Lisa offered to help out so that the newsletter can be posted on Facebook and can be emailed to the residents who want an email copy.

Marie mentioned a new stated law that came on October 1<sup>st</sup>, 2023, dictating that the agenda and meeting notices need to be posted and readable within a 48-hour time frame. Joy confirmed that this will be posted on the Summerfield Fairway Management page.

Marie put a welcome package together when she was secretary. We need to continue that and update the information.

Lisa offered the idea of having a welcome committee run by volunteers for new residents. Joy mentioned she is supposed to know when a house is rented but she usually does not get that information. However, she gets notification when new homeowners are moving in, usually about 2 weeks after closing.

Alvaro said that sending a welcome package is sufficient as long as we update it twice a year. Joy mentioned FM has a generic welcome package on how to pay the HOA, how to get keys, remotes and get hold of FM.

**9. ARC Committee:** 2 requests received, one for a repaint and one for a tree removal.

**10. Open to homeowners' discussion:** Tanya brought an issue on whether inspections were being done before someone moves out and a new resident comes in, like a raised sidewalk or tree and hedges trimming. Joy replied that she conducts an inspection on a monthly basis and she finds an anomaly the previous owner is supposed to correct the issue before a new owner moves in. When an offense is found, FM sends a 1<sup>st</sup> letter. If not rectified there is a second letter. The letter comes when the issue has not been addressed and the fines start.

**11. Meeting adjournment:** The meeting was adjourned by Robert at 6:05 PM.