

Baytowne Wharf Neighborhood Association

Board Meeting Minutes 9-27-2021

Board Members Present-Kitty Whitney, David Ralph, Jennifer Fitzgerald, Dawn Smith and Bryan Andrews.

Others present-Alan Meyers (BWNA) and David Bell (Virtuous Management)

- The meeting was called to order at 9:07 a.m. David Ralph, Kitty Whitney, Dawn Smith, Jennifer Fitzgerald, and Bryan Andrews were present. Quorum established.
- Meeting Notice was posted September 23, 2021 at 10:00 a.m., which meets the 48hr requirement for Board meetings.
- Kitty Whitney made a motion to approve the meeting minutes from August 9, 2021. Dawn Smith seconded the motion with all members being in favor.

Subject: June 2021 Financials

- Alan presented the financials for June 2021. A copy is available in the Association office. Kitty made a motion to accept the June 2021 financials. Jennifer seconded the motion with all members in favor.

Subject: July 2021 Financials

- Alan presented the financials for July 2021. A copy is available in the Association office. Kitty made a motion to accept the July 2021 financials. Dawn seconded the motion with all members in favor.

Subject: Grand Signage Proposals

- Alan informed the Board that the Grand entry sign, especially after the Effie construction, was old and wasn't commensurate with the entry leading to the Grand. He presented a few different options, that included utilizing the current signage and refurbishing it, or going with a completely new monument type design. Kitty made a motion to spend up to \$10k on a new entry sign, to include the Grand, Lasata, Bahia and Elation. Dawn seconded the motion with all members being in favor.

Subject: Wall Mount Lighting LED Proposal

- Alan presented a proposal to replace 30 wall mount lighting fixtures, located around the Gateway building and down Market Street. Jennifer Fitzgerald asked if the BWNA owned the light fixtures. Alan mentioned that the Neighborhood Association had maintained them since the first day he started, seventeen years ago. The lights do illuminate portions of the common walkway. The Board asked David Bell if he could check to see if the lights were on his reserve schedule. Kitty made a motion to approve, potentially \$40k to replace/add up to 30 wall LED wall mount lights. David seconded the motion with all members being in favor.

Subject: Gift Card Request

- Alan informed the Board that the concierge that used to work for Club Embarq had now moved to Club Destin in the heart of Destin and wanted to setup a similar gift card program of purchasing gift cards at 75% of face value. The Board liked the idea of providing gift cards to Embarq since their guests would not tax our parking. The Board still thought it was a good idea to promote the Village in different areas, but at a lower discount of face value. Kitty made a motion to sell gift cards to Club Destin at 85% of face value. Dawn seconded the motion with all members being in favor.

Subject: Event Marketing QR Code Placement

- Alan provided a graphic of an event QR code that has been placed at the concierge desk of the Grand, Hilton, and near the elevators within Gateway building. David asked Dawn and Kitty if they thought it would be a good idea to add to the elevator and or concierge desk at Hotel Effie. Dawn said she would like to see the ones currently displayed inside the Gateway building and report back.

Subject: Requisition to Purchase Work Truck

- Alan told the Board that over the past several years, he and Troy had used their personal trucks to haul event supplies as well as the ice rink from the warehouse. Both trucks were not rated to carry some of the heavier payload and were getting high on mileage. Additionally, Troy had the trailer come off his hitch last year, running into the back of his bumper. Alan requested the Board approve purchasing a work truck for the sole purpose of towing event supplies as well as the ice rink to and from the warehouse. Kitty made a motion to approve up to 23k to purchase a heavy-duty work truck. Dawn seconded the motion with all members in favor.

- Kitty made a motion to adjourn the meeting at 10:41 a.m. Dave seconded the motion with all members in favor. Meeting adjourned.