

Baytowne Wharf Neighborhood Association

Meeting Minutes 8-16-2019

Board Members Present-Kitty Whitney, David Ralph, Sara Becnel, Jennifer Fitzgerald, and Sandie Bondi.

Others present-Alan Meyers (BWNA)

- The meeting was called to order at 9:02 a.m. David Ralph, Kitty Whitney, and Jennifer Fitzgerald were present in person. Sandie Bondi called in. Quorum established.
- Meeting Notice was posted August 13, 2019 at 9:00 a.m., which meets the 48 hr requirement for Board meetings.
- Kitty Whitney made a motion to approve the meeting minutes from April 29, 2019. Sara seconded the motion and all members were in favor. Meeting minutes were approved.
- Jennifer Fitzgerald made a motion to approve the meeting minutes, with the change of a.m. to p.m. in the second paragraph. Kitty seconded the motion and all members were in favor. Meeting minutes were approved.

Subject: 2018 Audit

- Kevin Boyer reviewed the 2018 audit report and stated that there were only six adjusting journal entries, which is very good for an association of this size. Kevin recommended that additional documentation be requested from merchants to accompany revenue numbers, specifically sales tax reports for those that don't already submit. Kevin reiterated that the association continued to maintain a strong fund balance. He also stated that there was no anticipated tax liability for 2018 year.

Subject: Putt Putt/Ferris Wheel Location

- Russ Scott, owner/operator of Baytowne Adventure Zone, gave a brief history on the family entertainment activities that have been provided by himself as well as other vendors in the past. He and Kitty also discussed why the original proposal for a ferris wheel was not approved by the SOA. He presented a slideshow of a proposed location for a ferris wheel and a miniature golf course. The area being contemplated would be the green space between the Village and marina parking lot, on the north side of the sidewalk. The tree canopies would predominantly hide the ferris wheel from the residential units to the north and south while still allowing riders a view of the marina and bay. David Ralph was in favor of the putt putt course but wanted to walk the proposed location of the ferris wheel.

Subject: March 2019

- Alan presented the financials for March 2019. A copy is available in the Association office. Jennifer made a motion to accept the March 2019 financials. Sara seconded the motion with all members in favor.

Subject: April 2019

- Alan presented the financials for April 2019. A copy is available in the Association office. Kitty made a motion to accept the April 2019 financials. Jennifer seconded the motion with all members in favor.

Subject: May 2019

- Alan presented the financials for May 2019. A copy is available in the Association office. Jennifer made a motion to accept the May 2019 financials. Sara seconded the motion with all members in favor.

Subject: Upgrade NVR for Security Cameras

- Alan told the Board that the current NVR, which handles all the recordings for the security cameras in the Village, has had some issues within the last year. Most of the issues have probably stemmed from the processor becoming outdated as well as the addition of cameras, bogging down the system. Alan presented a proposal from Superior Alarms to build and install a new NVR. Kitty made a motion to move forward with the proposal from Superior. Jennifer seconded the motion with all members being in favor. Motion passed.

Subject: Signage Proposal

- Alan presented pictures of signs located throughout the Village that needed to be replaced. Alan presented a proposal from Board walk signs and A World of Signs to replace the signs. Sara made a motion to accept the Boardwalk bid to replace signage and pay for it from reserves. Jennifer seconded the motion with all in favor. Motion passed.

Subject: Survey of Easements/Maintenance Responsibility

- Due to an owner request for boundaries on maintenance and easement responsibilities, Alan brought the survey request back to the Board for discussion. After a brief discussion, Kitty said she would go back to Daryll Burgess regarding costs and Alan said he would also investigate another company for a quote.
- Sara made a motion to adjourn the meeting at 10:30am. Jennifer seconded the motion with all members in favor. Meeting adjourned.