

**James Landing Property Owners' Association, Inc.**  
**Board of Directors Meeting**  
**Beef O'Brady's 3030 Lake Washington Rd**  
**January 17, 2022 at 6:30 PM**

**MINUTES**

Board members present constituting a quorum: Dee Anna Wright, James MacDavitt, and Karen Parish. Sara LaPointe and Lori Zawiski with Bayside Management Services are in attendance.

**CALL TO ORDER:**

James called the meeting to order at 6:30 p.m.

**PROOF OF NOTICE:**

Proof of notice was posted in accordance with the By-laws and Florida Statutes at the entrances and bulletin board.

**APPROVAL OF MINUTES:**

Karen moves to approve the minutes from the 11/15/21 Budget and 11/15/21 Organizational meetings with corrections, Dee Anna seconds; all in favor.

**OFFICER / COMMITTEE / MANAGEMENT REPORTS:**

**President-** There is no update on the status of legal in regard to compelling the Savannahs to repair the lights and perform maintenance.

**Treasurer-** Karen reports the Operating Account ending balance on 11/30/21 was \$38,274.45; she provides the balances of seven CD's held at SCCU for the reserve funds. Karen reports there was an issue with the gmail account associated with the website that has been resolved.

**Management-** Sara advises the first inspection of the year is scheduled for the following day.

**UNFINISHED BUSINESS:**

1. **Board Appointment-** Karen moves to appoint Carol Chiaverini to the Board as Treasurer, James seconds: Carol accepts the appointment. All in favor.
2. **Banking and signature cards-** The bank accounts will need to be updated with current signers. Dee Anna moves for Sharon Glisson to be removed from the accounts and to have Karen Parish, Carol Chiaverini, and James MacDavitt as signers on the accounts, Karen seconds: all in favor.
3. **Management Inspections/contract-** Sara provides information on the current contract being for quarterly inspections and the cost increase to perform every other month drive thru inspections and quarterly rear property walking inspections. Discussion follows. Dee Anna moves to increase the management agreement for additional inspections at an increase of \$220 monthly, Karen seconds: all in favor.
4. **Legal Update with Savannahs-** As previously reported there is no update; Sara will follow up.

**NEW BUSINESS:**

1. **Newsletter-** Dee Anna discussion putting together a newsletter and the content to add such as common violations and maintenance of property, what James Landing is responsible for vs. the Savannahs, ARC requirements and other items. Discussion is held regarding how to distribute.
2. **ARC-** Carol discusses the ARC process; she will be the Chair and main point of contact.

**ADJOURNMENT:**

As there was no further business, a motion was duly made and seconded to adjourn at 7:13p.m.

**QUESTIONS FROM THE FLOOR:**

- An owner asks who the best point of contact is; submit all inquiries to management.

Next Meeting – March 21, 2022.

These minutes are being submitted by Bayside Management Services.