

BAYTOWNE WEST HOMEOWNERS ASSOCIATION

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2026 JANUARY BOARD MEETING - JANUARY 27, 2026 **Held at Pool at 6:30 PM**

Skip VanKleek, President
Tom Hamilton, Vice-President
Dave Swoboda, Treasurer
Susan Werner, Secretary
Patsy Roy, Director

1) CALL TO ORDER - Skip VanKleek

- > Homeowners were welcomed and the members of the 2026 Board of Directors were announced as decided upon at the 2025 Annual Meeting:
 - Skip VanKleek, President
 - Tom Hamilton, Vice-President
 - David Swoboda, Treasurer
 - Susan Werner, Secretary
 - Patsy Roy, Director

2) MONTHLY BUSINESS REPORTS

>Annual Meeting Minutes - Susan

- Dave motioned to accept, Tom seconded , all in favor and approved.

>Financials - Dave

- As of December 31, 2025, the Operating Account balance was **\$39,954.00**. The Reserves Account balance was **\$344,932.00**. Interest earned on Reserves in 2025 was **\$8306.00** (equal to approximately a month and a half of budgeted monthly contributions for 2025).
- For the year, we ended \$2372.00 under budget. With a budget of \$248,300.00, this represents less than 1%.
- Reserve expenditures for 2025 totaled \$41,772.00. These included rewiring of the irrigation system and infrastructure repairs as well as sidewalk restoration. Our budgeted Reserve contributions of \$59,809.00 plus \$8306.00 in interest for a total of \$68,115.00. The expenditures of \$41,772.00 left us with a net

Reserves build of \$26,343.00 for 2025.

> Proof of Insurance Compliance - Skip

- We have one long time homeowner who has not provided proof of insurance for numerous years still in the hands of our lawyer. Another homeowner has been sent 3 notices that proof of insurance is past due. Per HOA documents, they have reached the maximum allowable fine of \$1000.00. A letter will be sent for a Fining Committee hearing.
- Otherwise, we are 99% compliant.

> Irrigation - Tom / Dave

- We have signed a maintenance contract with MSI for 2026. The first run through will be in February.
- In January, MSI was able to locate valves for three zones which had not been found previously. These are now wired to the pump room controller.
- We are still in the process of addressing old heads and breaks found when these zones were located. When comfortable that the “big picture” has been addressed, MSI will start looking at the watering patterns and individual homeowner property issues.

3) OLD BUSINESS -Dave

- In December we completed the removal and replacement of over 1550 sq. feet of common sidewalks to eliminate damaged sections or trip hazards. This work was paid for out of Reserves. If necessary, this may become an annual project.
- Also in December, we had all of the common sidewalks power washed. The Board received positive feedback on this project as it helps the overall look of the community. This was paid for out of last year's operating budget.

4) CALL FOR COMMUNITY COMMENT

- A Board member asked about residents charging golf carts using extension cords run from their unit. This is NOT permitted as it presents a trip hazard as well as a liability to the HOA. The unit owner has been notified.
- A question was raised about a homeowner working on the irrigation system in their yard. This is not allowed as the irrigation infrastructure is owned and serviced by the HOA. It was decided to contact the Association lawyer regarding this issue.

5.) ADJOURNMENT

- Skip moved to adjourn at 6:50 PM. Tom seconded, all in favor and accepted.

