

Bayway Community Association

Annual Meeting Minutes

Date: March 23, 2026

Location: Via Zoom and Poolside

Called to Order: Annual Meeting called to order upon verification of quorum.

1. Roll Call and Quorum

Attendance was confirmed, including owners present in person and by proxy. A quorum was established, allowing the meeting to proceed.

2. Approval of Previous Minutes

The reading of the previous annual meeting minutes was waived.

3. Director Elections

The association proceeded with the election of directors. No formal election was required as three candidates had submitted their intent to serve, matching the number of available positions. Those candidates were seated as directors.

4. Pool Renovation Update

Scott and Ed provided an update on the pool renovation project.

- The pool is operational and in use by residents.
- Remaining items include installation of railings and final inspections.
- Pool lights require replacement, and a potential leak is under investigation.
- A gas heater and chiller system have been installed.
- Additional punch-list items remain for the contractor to complete.

5. Landscaping and Irrigation

The Board reported that landscaping improvements are substantially complete.

- Minor weed control remains ongoing.
- The irrigation system continues to experience issues due to its age.
- Repairs will be prioritized by zone and completed as funding allows.
- Carl will assist in identifying non-functioning zones and broken sprinkler heads.

6. Financial Report

The Board reviewed the Association's financial status.

- Insurance expenses were approximately 5% under budget, generating an estimated \$20,000 in savings.
- Approximately \$22,000 is scheduled to be returned to the deferred maintenance fund following completion and payment of current project work.
- Discussion took place regarding allocating an additional \$30,000 to \$40,000 toward deferred maintenance reserves.
- Due to changes in Florida statutory requirements, the Association must obtain an independent CPA audit or financial review before year-end.

7. Maintenance and Safety Issues

Dock Ladders

The Board discussed safety concerns regarding dock ladders due to barnacle accumulation and deterioration.

- Replacement or repair options will be explored.
- Quotes will be obtained for ladder replacement and cleaning.
- Long-term dock replacement costs were discussed, with comparable community replacement projects estimated at approximately \$150,000.

Community Infrastructure

Additional maintenance items discussed included:

- Repairs to deteriorated concrete and blacktop areas near the front entrance and residential walkways.
- Replacement of pool depth signage.
- Repair or replacement of photocell dock lighting damaged by storms.
- Follow-up on electrical permitting and activation of the front lot meter box.

8. Lawn Maintenance

The Board discussed the performance of the current landscaping contractor and reviewed alternatives.

- All Seasons Landscaping was discussed as a possible replacement vendor.
- The new Board will review proposals and service options before making a decision.

9. Board Education Requirements

Management reminded newly elected directors of the State of Florida board certification requirements.

- All new directors must complete the required four-hour certification course within 90 days of election.
- Certification information and registration links will be distributed.

10. Election of Officers

The newly seated Board conducted its organizational meeting.

President: Lisa was nominated and elected President.

Vice President: Betsy Obrien

Treasurer-Melody Pressnell

Director- Matt Novak

11. Action Items

Action Item	Responsible Party
Obtain quotes for dock ladder repair/replacement and dock cleaning	Scott
Reallocate \$22,000 to Deferred Maintenance Fund upon completion of work	Daryl
Review sprinkler repair estimates and prioritize repairs	Betsy & Lisa
Inspect irrigation system and identify failed zones	Carl
Distribute board certification information	Scott
Secure independent CPA audit/review	Board, Scott & Ed
Recruit member for Finding Committee	Scott
Install pool depth sign	Scott/Designee
Follow up on electrical permit and meter activation	Scott/Designee
Repair/replace dock lighting	Scott/Designee
Evaluate lawn maintenance proposals	Board
Begin quarterly community newsletter	Scott

Adjournment

There being no further business, the Annual Meeting was adjourned.