

**BRIAR BAY COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
DECEMBER 8, 2008**

---

**1. CALL MEETING TO ORDER:**

The following Board members were in attendance:

Brian Dowling, President	Present
Ed Zakarian, Vice President	Present
Ashley Curtis, Treasurer	Present
Jurate Meister, Secretary	Present
Susan Ritchie, Director	Present

Also in attendance were Bruce King and Andrea King of Kings Management Services, Inc.

A quorum of the Board being present, President Brian Dowling called the meeting to order at 6:40 p.m.

**2. APPROVE MINUTES:**

**MOTION:** It was moved by Susan Ritchie and seconded by Ashley Curtis to waive the reading of the minutes of the October 13, 2009 Board meeting and to approve them as published.

**VOTE:** Unanimous.

**3. FINANCIAL REPORT:**

Following are the account balances as of November 30, 2009 from the finance report previously distributed to the Board of Directors:

Colonial Bank Operating & Savings --	\$329,326.38
Reserves / Money Market -----	\$325,414.15
Accounts Receivable -----	\$680,613.01

**4. OFFICER'S REPORTS:**

No officer's reports.

**5. UNFINISHED BUSINESS**

No Unfinished Business

**6. NEW BUSINESS**

**Replacement of Maintenance Golf Cart**

The current cart is now costing more to repair than it is worth. Research was done for both electric and gas carts. Some electric carts are eligible for a Federal rebate. However, it is for new carts only and these carts cannot hold an adequate charge for Briar Bay's usage.

Three company bids were reviewed. More information regarding golf cart specs is needed. The board decided to approve a maximum purchase expense, subject to further research of the companies and carts.

**MOTION:** Ed Zakarian moved to approve the allocation of \$4,000 for a used gas golf cart, subject to the research and discretion of Kings Management Services. The motion was seconded by Susan Ritchie. **VOTE:** Unanimous.

---

UPS requested use of the clubhouse parking lot for a temporary POD storage unit during the month of December to expedite delivery times to residents during the holidays. The removal date would be December 27<sup>th</sup>. The board approved the request by UPS.

---

Replacement and purchase of additional treadmills in the exercise room – Kings Management has done extensive research on treadmill models and obtained three quotes for three different models. The options presented were to replace the existing inoperable treadmill only or to replace that treadmill and purchase an additional treadmill at the same time. A survey of many residents who utilized the exercise room highly recommends adding an addition treadmill as they are the machines in highest demand. **MOTION:** It was moved by Jurate Meister and seconded by Ed Zakarian to purchase two Life Fitness treadmills which are the highest quality and best motor specifications of the three models. The total cost for the two machines including delivery and tax and after a 35% closeout discount is \$8,517.00. **VOTE:** Unanimous.

---

A tree trimming proposal was previously requested by the Board for the trees along Celebration Blvd. and around the Clubhouse. The cost for each respectively is \$7,684.00 and \$1,792.00. **MOTION:** It was moved by Ed Zakarian and seconded by Jurate Meister to table the tree trimming the project until summer of 2010. **VOTE:** Unanimous.

---

As the New Year approaches, the Board is reviewing the contracts of community contractors. They requested new contract bids from the current contractors and outside contractors for the following: pool maintenance, clubhouse exterminating, landscaping and security. There is such a large volume of accounts with the association's attorney; the board feels this is not a good time to review the current attorney's contract.

## 7. OPEN FORUM

Holiday decorations for the Clubhouse and the entrance of Briar Bay were discussed. **MOTION:** Ed Zakarian motioned to allocate up to \$2,500 for the lighting of the trees around the Guardhouse and Clubhouse and the building exteriors. It was seconded by Susan Ritchie. **VOTE:** Unanimous. **MOTION:** It was moved by Ed Zakarian and seconded by Susan Ritchie to allocate \$500 for decorations inside the clubhouse. Shopping and decorating will be done by Andrea King with Kings Management Service, Inc. **VOTE:** Unanimous.

## 8. ADJOURNMENT

**MOTION:** There being no further business it was moved by Ed Zakarian to adjourn the meeting. The meeting adjourned at 7:35 pm.

The next meeting scheduled is the Annual Membership Meeting for the election of the Board of Directors on February 9, 2009 at 6:30p.m. at the Briar Bay Clubhouse.