

BIB PROPERTY OWNERS ASSOCIATION

BOARD MEETING MINUTES

Thursday, February 22, 2018

A meeting of the BIB Property Owners Association, Inc. community was held on February 22, 2018, at 9am EST/8am BZT, via FreeConferenceCall online meeting.

Board members in attendance:

Ann McGregor
Susanne Jefferson
Sandi Smith

Welcome and call to order – the meeting was called to order at 9:01am EST

Proof of Notice of Meeting – proof of notice of meeting was available to all participants and will be posted on the owner website

Approval of Minutes – The meeting minutes from January 21, 2018 were approved (Susanne/Sandi 3-0)

President's Report – Ann McGregor

Administration Update: Gene DeMarco has volunteered to produce a quarterly owner newsletter. Owners are encouraged to send news, questions, or article suggestions to him via email.

Property Management Update: Our contract has been renewed for another year with slight increase due to fuel costs and employee wage increase.

Financial Report:

The 2018 budget was presented and approved. Contingency planning is in place for expected unpaid HOA fees with prioritization projects for 2018 being road improvements and community center construction, as well as regular operations expenses for property management and administration of POA. Since we have some funds for road expenses and community center remaining from last year, fees for 2018 are set at \$2,092.85 Belize dollars (\$1,046.43 USD), a slight decrease from last year. (Sandi/Susanne 3-0)

Associa Community Management Professionals, a community property and financial management company, has been contracted to manage all financial transactions, reporting, tax preparation reports, and owner communications for property management related issues, for a period of one year, with renewal option. The contract terms were approved via a special board meeting via email on February 16, 2018. (Ann/Sandi 5-0)

Committee Status Updates

EAB – Ann McGregor, acting chair: Three builds are in process currently. The EAB approval process will be the subject of a newsletter article in the first owner newsletter in April.

Gardens & Grounds – Susanne Jefferson chair: There is nothing new to report. Garden share continues. BRAMA has been asked to estimate the project to get the greenhouse rehabbed and working for some sensitive plants like tomatoes and peppers.

Safety & Communications – Sandi Smith chair: Neighborhood Watch program is getting going again and Sandi will be contacting them to participate. She'll also see if they have a contact for someone skilled in radio communications to install our new equipment. The security camera and lights will be working at the front gate soon. There is a stocked first aid kit in the POA office, and a defibrillator is arriving soon. The front gate is not being closed regularly at night, so we need a strategy for this.

The next meeting is scheduled for March 15, 2018 at 10:00 am EST/8:00 am BZT.

There being no other business, the meeting was adjourned at 9:46am EST (Susanne/Sandi 3-0).