

BIB PROPERTY OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES

October 20, 2019

A meeting of the BIB Property Owners Association, Inc. Board of Directors was held on October 20, 2019, at 5pm EST/3pm BZT, via FreeConferenceCall online meeting.

Board Members In Attendance:

Doug DeGirolamo	Gene DeMarco	Ann McGregor
Sandi Smith	Beth Weary	

- Welcome and call to order: the meeting was called to order by Ann McGregor at 5:00pm and Proof of Notice of Meeting was posted.
- Ratification of appointments to the Board to fill vacancies due to resignation: The BIB POA Board welcomed owners Doug DeGirolamo, lot #47, and Beth Weary, lot #86, who volunteered to be appointed to fill the remaining vacancies on the board. Doug's term will expire December 2021, and Beth's in December 2020. Beth has also been appointed as the board Vice President for the remainder of 2019. Both Doug and Beth are full-time residents at BIB and bring that perspective to the board. Welcome Doug and Beth!
- Approval of minutes – 19 September 2019 Board Meeting & 29 September 2019 Special Board Meeting minutes were approved [Gene/Sandi: 5-0]
- President's Report - Ann McGregor
 - Associa transition update: The transition to Associa for community management is going well. Owners should have a Welcome Email soon with instructions for registering on Town Square. Town Square will be the primary method of communication for owners and the board from here forward, including invoices for HOA fees and online payments.
 - Important upcoming activities/dates: The November Board Meeting will be when the budget for 2020 is approved. Board Nominations are requested by November 15th for two open positions. Elections will be held in early December, and the Annual Member Meeting held shortly thereafter.
- Property Maintenance & Roads Update - Bryan Weary
 - Eagles Landing Road Project completion \$3200: This project will extend the concrete strips up the steepest section at the top of the hill. Work to be performed by DS Property Maintenance (Jorge's company) [Ann/Gene: 5-0]

- o Agreement for tractor use on steep part of river road: The property loan agreement template was developed with help from Renie Brady, and a specific request to lend the tractor to Jungle Splash Tours (Roberto Melendez) approved, with the borrower paying all labor and fuel, and responsible for any damages. Bryan will coordinate with Jorge and Roberto. [Ann/Doug: 5-0]
- Treasurer's Report - Gene DeMarco/Ann McGregor
 - o YTD Financials: We are reaching the end of the year in excellent financial condition, with ample funds to cover our fixed expenses and a \$30,000 USD reserve fund for emergencies or long-term capital improvement projects. We also have funds remaining for a community center, though not enough to begin construction in 2019.
- Committee Status Updates
 - o EAB - Doug DeGirolamo: Thank you to Jenny Lodes and Melissa Freedman for their service on the EAB this past year. Renie Brady joins Doug on this committee, which could use a few more volunteers. Several homes are continuing under construction or nearing finish, and another home recently approved to start construction.
 - o Gardens – Beth Weary: New soil and seeds have been acquired and the old concrete tank filled in for an herb garden. The rest of the garden continues to flourish.
 - o Safety - Linda DeGirolamo: Marcia Sicklesmith joins the Safety committee and Doc. Anello has been helping as a consultant. Some new first aid supplies will be purchased through Linda's collaboration with the clinic in Benque, and she's been working with Cayo's First Aid for CPR training. Additional supplies and monitoring equipment are budgeted for 2020 including another AED.
- 2020 Budget Planning Discussion:

There was a discussion about special projects to include in the 2020 budget in addition to the fixed costs for property maintenance and association management, licenses, insurance, etc. Roads, Gardens, and Safety committees submitted their annual budgets to be included.

Special projects include Forest Hill improvement project, community center, internet tower, POA office upgrades, and a community restroom in milpa area. All will be included in the budget for 2020 and completed as funds allow.
- Next Meeting: November 2019 - date and time TBD
- The meeting was adjourned at 5:50pm [Gene/Doug: 5-0]