Minutes
Mayan Seaside Property Owners Association Ltd.
Annual General Meeting
February 1, 2018

Date:	February 1, 2018	
Time:	9:15 a.m.	
Location:	88 Seaview Dr., Mayan Seaside, Corozal District, BZ.	
Board Members:	Art Higgins, Chairman, Carol Livermore, Secretary/Treasurer John Bailey, Sharon Bugnand, David Lawson & John Scappaticci 32 Owners in attendance	
Chairman:	Call to order and confirmed quorum	
Officers Reports:		
Treasurer:	Auditor's Report	(To follow)
Committee Reports:		
Grounds	Sharon Bugnand	(To follow)
Facilities	Bob Bugnand	(To follow)
MSAC	Art Higgins	(To follow)
Break:	Ballot Counting (Pam Herndon and Joanna Draghici)	
Chairman:	Resumed meeting and asked Secretary to announce the results	
Secretary:	Pat Ehnes, Art Higgins and Jim Maltais are the new directors	
Adjournment:	9:45a.m.	

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Carol Livermore
Secretary
Mayan Seaside Property Owners Association

Chairman's Report

The Mission Statement: "To Create a Culture of Kindness and Respect Within Our Community and With Nature, That Builds a Safe and Sustainable Environment."

Year End Comments for AGM Board Meeting

We have been taking care of our parks, waterfront, roads, water system, and the access road for over 15 years with out a increase in owners' fees. In fact, in the early years Ray Wagner and I personally maintained the access road without using Mayan Seaside funds. And, I know of no other sub-division that supplies free water to the owners. Entering 2018 we are in good financial condition, given first, we have reserves of $33,800 US$ for such things as hurricane repairs, major rebuilding of our pier, etc.

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And second, we also maintain a conservative three months of emergency funds of $7,500 US$. We should all be pleased that we have these reserve funds and emergency funds set aside.

I would like to thank all the Board Members, the Committee Chairpersons, and the Committee Members for their work and contributions to our community during the past year. And I very much appreciate the hours and hours of work done by Chris Collins and Carol Livermore. In addition, David Lawson has spent many hours developing our new Mayan Seaside Web Page. This new web page should be released to all owners by in about a week. Thanks David.

The Nominees for 2018 MSPOA Director positions are as follows:

Doug Bellamy
Bob Bugnand
Pat Ehnes
Jim Maltais
Art Higgins

Treasurer's Report

This year over 50% of the lot fees have already been paid. Thank you everyone for responding so promptly with your payments. Thanks also to the Committee Chairs who have given a lot of thought to their budget requests. It is their careful planning and volunteer labour from members that allows our association to put money in reserves each year as well as not raise the annual fees nor require special assessments to be levied.

February 1, 2018

As of December 31, 2017	**US$**
Bank Balance (round #'s)	$51,611.00
Capital Budget	$41,341.00
Operating Fund for 2018 of approximately	$10, 270.00
Projected Income for 2018 is approximately	$32,362.00
Projected Expenses are approximately	$29,815.00
Forecast Transfer to Capital Budget	$2,817.00

I would like to address the Capital Budget. These funds are held in reserve and designated to cover extraordinary expenses as well as future projects.

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With respect to the Capital Budget Allocations

Allocations			
Operations Reserve	$ 7,500.00		Estimated amt. required for day to day operation for a 3 month period.
Natural Disaster/ Legal Fees	$15,000.00		Contingency funds
Water System	$ 2,500.00		Major repair/replace of system. This amount should be reviewed annually.
Roads	$ 2,500.00		Culverts, improving drainage, resurfacing, etc.
Pier	$17,500.00		Extending/repairing/ replacing and improving.
Grounds Projects	$ 1,000.00		Budgetted for 2018 execution
Facilities Projects	$ 2,050.00		Budgetted for 2018 execution
Total Allocatons	$48,050.00	$0.00	
Difference	$ 6,709.00		

The Chairpersons of the Facilities & Landscape Committees will address planned projects in their reports.

We have an auditors report which I will read to you.

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Auditor's Report

I have reviewed the Financial Statements of Mayan Seaside Property Owners Association Ltd. for the year ending December 31, 2017.

In my opinion, the Financial Statements present fairly the results of its operations for the year 2017.

CRHenry

C. R. Henry

Jan 22/2018

Date

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Facilities Report

FACILITIES COMMITTEE – 2017 ANNUAL REPORT ACTIVITIES

January

1. Pump house meter station wired for emergency generator

2. Purchased one bench for pier

3. Modified two pier benches

February

1. Rebuilt sections of pier

2. Repaired vandalized stairway at Sunrise Beach

3. Continued installing rock on roadway curbs, previously purchased rock used

4. Repaired damaged benches

March

1. Purchased two new benches for pier/beaches

2. Purchased one truck load of rock for roadway curbs

3. Installed new rock on roadway curbs (project complete for 2017)

4. Repaired stairs on pier

5. Repaired one picnic bench

6. Sprayed statues, gazebo and signs as preventive measure against Termites

7. Began annual re-varnishing project of statues, signs, benches and picnic tables

April

1. Completed annual re-varnishing project of statues, signs, benches and picnic tables

2. Repaired water system pipes at pump

3. Replaced damaged and missing pier lights

4. Commenced community road work adding marl and grading

May

1. Completed community road work

June

1. No projects

July

1. Repaired pier bench and palapa damaged by water spout

2. Dug out community drainage ditches

August

1. No projects

September

1. No projects

October

1. Repaired toilet in community building bathroom

November

1. No projects

December

1. Repaired 2 pier stairs and 1 beach stair

January

1. Had marl delivered and spread for boat ramp.

GROUNDS COMMITTEE REPORT

On January 1, 2017 a contract was established with Flaco Rivera to be our groundsman. Throughout the year he has proven to be a reliable and competent employee.
We have continued with our Zones maintenance plan. We have four zones, and each zone is attended to one week of the month. Flaco is able to take care of our entire property in an efficient manner.
An underground sprinkler system was developed in the large planter by Barry Fitzgerald and Flako. This allows that planter to be watered while Flako attends to other duties.
Throughout the year we have continued the cleaning of lots where owners have asked for assistance in keeping their property trimmed and neat. This involves 52 current lots that are to be cleaned twice per year. Each of these owners pays a fee to have Chris Loza do this work.
As you may be aware, a Task Force was created to develop possible plans for the beautification of the seafront park. Members of the Task Force are:

Deb and Neil Marshall John and Shona Scappaticci John Schofield

Jim Maltais

If you have ideas you would like to share, I strongly recommend that you speak with members of the Task Force.

The Task Force will hold their next meeting on February 3, 3:00 pm at the Marshall residence.

Sharon Bugnand

MSAC Report

December 31, 2017 MSAC Report to the MSPOA Board on February 1, 2018

Status of Jobs In Progress at Last Report to the Board (as of March 31, 2017):

Lot #3 – John Schofield, New Wood House. Now Completed

Lot #23 - Ian & Anne Graham, Addition to House, New Garage & Cistern. Now Completed.

2017 New Jobs Started since March 31, 2017 and Current Status:

Lot #45 Todd & Teri Herber, New Garage. Now Completed.

Lot #7 – Ronnie & John Higgins, New Garage. Now Completed.

Lot #7 – Ronnie & John Higgins, 2 Roto Plas Cistern (Storage) Tanks. Now Completed.

Lot 99 – Doug & Duetta Bellamy, BBQ & Covered Patio. Now Completed.

Lot 15 – David & Lynn Lawson, Add Cistern & Extend Veranda. Now Completed.

Lot 49 – Marv & Alicia Horton, Add Marl Fill. Now Completed.

Other Activity of the MSAC Committee since the last report to the Board

As of the last report to the Board, the committee had started to update the MSAC Forms, and Procedures Governing Building Rules and MSAC Instructions. This job has been completed. Special thanks to Eric Livermore, the past Chairman of MSAC and his committee for their time and effort in updating these forms and procedures.

Status of MSAC Committee

The MSAC Committee Consists of two members, Gary Niles an Libby Fitzgerald. I as Chairman of the Board and filling in as a third member. The Committee has no Chairperson at this time. We need some volunteer for this committee. It does not require a lot of a persons time.

Prepared by Arthur Higgins, 1-30-2018