

Minutes
Mayan Seaside Property Owners Association
Board of Directors Meeting
March 7, 2017

Date: March 7, 2017
Time: 9:00 a.m.
Location: 96 Seaview Dr., Mayan Seaside, Corozal District, BZ.
Board Members: Chris Collins, Chairman, Art Higgins, Vice-Chairman,
Carol Livermore, Secretary/Treasurer, John Bailey, Sharon Bugnand,
David Lawson & John Scappaticci. There were 11 owners in attendance.

Introductory Remarks:

Chairman: C.C. opened with the mission statement, “To Create a Culture of Kindness and Respect Within Our Community and With Nature, That Builds a Safe and Sustainable Environment” and then introduced a change in format. The first fifteen minutes were allocated for a Question and Answer period for Owners in attendance.

Questions & Answer Session (15 min.)

Question: By giving Board approval for construction (at MSAC’s recommendation) does the Board incur any legal liability should an Owner not comply with the Central Building Authority of Belize?

Answer: It was agreed to address the question in the New Business section of the current meeting.

Question: What can be done on the public grounds (common area property)?

Answer: J.S. drafting guidelines for Board to review at today’s meeting.

Question: Owner requested a boat ramp for launching small boats.

Answer: Funds for a boat ramp are included in this year’s budget.

Question: What is being done about lots that need to be brought up to a minimum standard?

Answer: Topic to be covered on today’s agenda.

Following the open discussion the Board moved into a working session where attendees were invited to stay and observe but not participate.

Officers Reports:

Chairman: The minutes of Feb. 21, 2017 stand approved as distributed.
In future Liaison reports to be included as a standing item.

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Old Business:

Social/Welcome Committee:

Committee requested the name be changed to Welcome Committee.

Action: S.B. & S.G to draft a proposal defining role of Social/Welcome Committee

Status: Name change agreed to. Proposal pending.

Drainage Survey:

John Schofield and Steve Gray recently did some survey work in the development. C.C. spoke with S.G. and MSAC chair and neither were able to provide details of what has been done to date.

Action: C.C. to contact J. S. on status of the survey project

Status: Due March 21, 2017

Standards for Lot maintenance:

Over the past year the Landscape committee has been working with Chris Loza to bring all lots to a minimum standard. In doing this, it has become evident that a few lots contain debris not generated by that lot.

Action: C.C. to write a letter to Owners to apprise them of the situation, identify the problem lots and inform them lots to be brought up to standard at MSPOA's expense.

Status: Data for letter being compiled. Expected completion March 21, 2017
Work to commence after letter is sent.

Amend Policy Guidelines for Committees:

Our most recent experience with a capital improvement project has highlighted areas of deficiency in accountability.

Action: D.L. & C.L. to draft guidelines detailing Committee accountability to the Board and to draft guidelines for requests for proposals (Bids).

Status: On-going

Common Area Property:

Common Area Property as defined in the By-Laws is "All areas in the subdivision except those areas that are residential lots owned by owners." (Sec.2.i) and the Memorandum of Association states our purpose as : "To lease, control, maintain and preserve certain buildings, parks and roads within the Mayan Seaside Community." (Sec.3.i) What is our responsibility as a Board to maintain common area property for all members?

Action: J.S. presented draft guidelines for use of common areas

Status: Board to review for discussion at March 21st meeting.

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Entrance Road Trimming: The vegetation along the entrance road to Mayan Seaside and Wagner's Landing is over grown and needs trimming.

Action: S.B. to ask Ray Wagner for a contribution to the project

Status: Ray Wagner committed to clearing the brush on the entrance road in lieu of a financial contribution to the Road Improvement project. The cost of clearing is approximately the same as what the financial contribution would be. Art Higgins to contribute 10% of the cost as he owns 10% of the area to be trimmed.

Motion: D.L. "I move that we accept Ray Wagner's offer to trim and clean up the access road in lieu of contributing to the road improvement that has been done on Old Smuggler's Road."

Second: J.S.

Approved: Unanimously

Policies and Procedures:

Membership Notification:

Several owners raised concerns over an article in the newsletter over the existence of a golf course on common area. Chairman C.C. clarified that the newsletter is not the official communication tool for MSPOA but rather is a means for owners to communicate and discuss various topics with one another.

Action: Requested J.B., newsletter editor, to identify authors of contributions.

Status: J.B. agreed to adopt this using only first name and initial of last name. He also agreed to add a sentence in the opening section of the newsletter stating that the Mayan Seaside newsletter is not the official communication tool for the MSPOA.

J.S. apologized for his actions in helping to set up the game. He stated that, "In my opinion, there is no golf course in Mayan Seaside."

Action: D.L. to draft a proposal for a website for Board discussion

Status: Due March 21, 2017

Finance: Budget Process/Approvals/Cash Flow Projections, etc.

Action: D.L. & C.L. to draft guidelines detailing Committee accountability to the Board and to draft guidelines for requests for proposals (Bids).

Status: On-going

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New Business:

Speed Bumps:

It has been observed that some drivers drive irresponsibly within the community and do not respect the posted speed limit of 15 m.p.h. Several Owners have requested that this concern be addressed by adding speed bumps. Note that the intent of the "speed bump" is not to be a front end/rear end killer. Suggested locations from all owners are welcome.

Motion: D.L. "I move that D.L. work with Facilities to select the location and size of speed bumps and bring a recommendation to the Board."
Second: J.S. **Approved:** Unanimously
Action: Owners who live near speed bumps to be consulted, also Ray Wagner.
Status: Pending

Board Liability:

By giving Board approval for construction (at MSAC's recommendation) does the Board incur any legal liability should an Owner not comply with the Central Building Authority of Belize?

Action: MSAC to modify application form to cover this concern
Status: Due March 21, 2017

General Discussion:

Road Improvement Project:

The project has not yet been completed. Outstanding items have been identified; moving marl piles and having contractor pick up large barrels left at roadside.

Action: Facilities Chair to call contractor and request barrels be picked up. If they are not picked up in two weeks they will be sent to the dump.
Status: Pending

Action: Arrangement were made with C. Loza to move marl.
Status: Pending

Action: D.L. Facilities liaison is doing a 'post-mortem' on the project.
Status: D.L. to present his findings and recommendations to the Board.

Motion: J.B. "I move that the meeting be adjourned."
Second: C.L. **Approved:** Unanimously

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Calendar: The next meeting will be held at 96 Seaview Dr. at 9:00 a.m. on March 21, 2017

Adjournment: 10:37 a.m

Carol Livermore
Secretary/Treasurer
Mayan Seaside Property Owners Association