

Minutes  
Mayan Seaside Property Owners Association  
Board of Directors Meeting  
November 21, 2017

Date: November 21, 2017  
Time: 9:33 a.m.  
Location: 92 Seaview Dr., Mayan Seaside, Corozal District, BZ.  
Board Members: Chris Collins, Chairman, Art Higgins, Vice-Chairman,  
Carol Livermore, Secretary/Treasurer, John Bailey & David Lawson,  
Sharon Bugnand via Skype. Absent, John Scappaticci  
There were two 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”*** .

Question & Answer Session (15 min.)

**Question:** Concerns were raised about trash being placed at the roadside other than the times stated in the Covenants as well as Owner’s dogs running off-leash on common area property.  
**Answer:** To be addressed during the meeting

Officers Reports:

Chairman: The minutes of October 3, 2017 stand approved as distributed.  
Treasurer: Proposed Budget for 2018 to be presented at next meeting

Committee Chair Reports: n/a

Old Business:

Common Area Property(CAP):

What is our responsibility as a Board to maintain common area property for all members?

**Action:** Final draft of CAP Policy document to be sent to Board members for review.  
**Status:** CAP Policy document to be finalized & adopted by November 28, 2017

Policies and Procedures:

Membership Notification:

Development of official website for MSPOA

**Action:** A.H. transferred responsibility of Mayan Seaside site to D.L. for MSPOA.  
D.L. to present choices for web hosts based on cost and ease of use.  
**Status:** Due December 19, 2017

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Policy Development Project:

Policies including H.R., Budget Process, Approvals, Cash Flow Projections, Grievances, etc. are currently being developed. Existing policies and standard practices are under review/revision. Expected completion end of Q4.

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

**Status:** Due November 28, 2017

Speed Bumps:

**Action:** DL to follow up with Ray Wagner about the possibility of placing a sign on his property where it will be visible when entering the community. The sign will indicate unmarked speed bumps ahead.

**Status:** Permission granted. Closed

**Action:** J.S. requested time to assess the increase in noise level a speed bump would cause.

**Status:** Due December 1, 2017

Accidents:

A concern has been raised regarding drinking and driving in our community and what our responsibility and/or liability is, should there be an accident. Chairman reminded everyone that Owners are responsible/liable for their guests.

**Action:** D.L. requested quote from Atlantic Insurance; will secure competitive quotes from RF&G and others.

**Status:** D.L. has requested a non-binding quote from Atlantic Insurance

Extraordinary electrical charges:

Recently, a problem with an absent Owner's water system caused a significant increase in our electrical bill.

**Action:** Board to request reimbursement for the extra charges from the Owners whose system was responsible for the problem.

**Status:** On-going

Date for Winterfest:

The Welcome committee has selected **January 27, 2018** as the date for WinterFest.

**Action:** Date to be set for WinterFest

**Status:** Closed.

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Membership List:

Prior to the establishment of MSPOA the developer maintained a directory of Owner's who were willing to share their contact details with other Owners. The updated directory will be available on the MSPOA web site and only accessible by Owners.

**Action:** A.H. to update the directory for the benefit of Owners and the Association  
**Status:** Due December 31, 2017

Property Tax Records:

Currently MSPOA collects property taxes from Owners for the developer and he pays the taxes. This is a service he has provided since the inception of the development.

**Action:** A.H. working with Tax department to insure all their records accurately reflect payments that were made for all properties in the development.  
**Status:** Expected completion December 1, 2017

Adherence to Covenants, By-Laws & Policies:

The Board has a responsibility to uphold the established Covenants, By-Laws and Policies. The topic under discussion was how to enforce the rules. The conclusion was that imposing fines for violations may make Owners more aware of their responsibilities to the community. This will address concerns raised in the question and answer session.

**Action:** D.L. & C.L. to develop a fee schedule  
**Status:** Due November 28, 2017

Dogs off Leash:

The Covenants state: "**Pets:** Only domestic animals will be permitted and these must be contained on the owner's property or on a leash and in any case not disturbing to other residents..." Dogs from the village run loose in the Seaside and have acted aggressively towards at least four residents. Some Owners employ a housekeeper whose dogs are known to come with her and are not on leash. Although, there is no proof her dogs are the aggressive ones.

**Action:** Board to send a letter to her to explain that her dogs are welcome but must be on a leash. Employers to be CC'd. (Owners would be liable if anything were to happen.)  
**Status:** Closed

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Status of Land Transfer:

Currently, all park land is owned by Renaissance Properties LTD (RPL). MSPOA (POA) has a 99 year lease on all the park lands from (RPL).

**Action:** The POA has prepared and submitted land transfers for four park parcels and one community (shop) building parcel to our land consultant in November, 2016. In December, we were notified that due to changes made by the GOB, we now have to submit additional documentation to the Belize Central Bank for the transfers to proceed. That documentation is now complete.

**Status:** Anticipate land transfer to be completed by May 2018

New Business:

Review Policy on Committees:

The policy on Committees was reviewed; no revisions were made. The four Committees are Grounds, Facilities, Welcome & MSAC. We welcome volunteers who are willing to offer their time and expertise for the benefit of all of Mayan Seaside. Please let us know if you have any interest in serving on any of the committees.

**Calendar:** The next meeting will be held at 96 Seaview Dr. at 9:30 a.m. on Dec.19, 2017

**Adjournment:** 11:36 a.m

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Carol Livermore  
*Secretary/Treasurer*  
*Mayan Seaside Property Owners Association*